

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
June 6, 2016  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

**CITIZENS COMMENTS** - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

**COUNCIL COMMENTS**

**CONSENT AGENDA** - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. May 9, 2016 City Council Workshop Meeting Minutes
2. May 16, 2016 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
  - Public Safety Committee, March 17, 2016
  - Economic Development Authority, April 4, 2016
  - Economic Development Commission, April 19, 2016
  - Human Rights Commission, April 25, 2016
  - Planning Commission, April 26, 2016
  - Parks and Recreation Commission, April 28, 2016
  - Environmental Quality Committee, May 23, 2016
  - Human Rights Commission, May 25, 2016
4. Verified Claims



5. Purchases
6. License Applications
7. Adoption of Administrative Penalties for Tobacco Violations—Shoreview Quik Stop and Susan Malone
8. Approval of Contract—Slice of Shoreview Event Coordinator
9. Award Installation Quotes for 2016 Street Light Replacements, CP 16-03, Virginia/Dennison/Lilac, CP 16-01 and Grand Avenue, CP 16-02
10. Developer Escrow Reductions
11. Award 2016 Street Seal Coat Bid—CP 16-04
12. Conditional Use Permit—Matthew and Rachel Karel, 863 Tanglewood Drive
13. Approve Change Order #1—I-694 Water Main Relocation, CP 15-10
14. Call for Public Hearing—Municipal Consent for I-35 Final Layout

## **PUBLIC HEARING**

## **GENERAL BUSINESS**

15. Site and Building Plan Review—Stephen Laliberte, 1080 West County Road E
16. Site and Building Plan Review/Comprehensive Sign Plan—North American Banking, 4xx West Highway 96
17. Adoption of Goose Management Plan
18. Weed Abatements—229 N. Owasso Boulevard, Cherryll Herou

## **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

## **SPECIAL ORDER OF BUSINESS**

## **ADJOURNMENT**

**\* Denotes items that require four votes of the City Council.**



**CITY OF SHOREVIEW  
MINUTES  
CITY COUNCIL WORKSHOP MEETING  
May 9, 2016**

**CALL TO ORDER**

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on May 9, 2016.

**ROLL CALL**

The following attended the meeting:

City Council: Mayor Martin; Councilmembers Johnson, Quigley, Springhorn and Wickstrom

Economic Development Authority: Councilmember Johnson, Chair  
Mayor Martin  
Councilmember Quigley  
Shelly Myrland  
Sue Denkinger

Economic Development Commission: Josh Wing, Chair  
Kirk VanBlaircom  
Jeff Washburn  
Jason Schaller  
Sue Denkinger

Staff: Terry Schwerm, City Manager  
Tom Simonson, Asst. City Manager/Community Development Director  
Niki Hill, Economic Development and Planning Associate  
Mark Maloney, Public Works Director

Ramsey County: Beth Engum

**ECONOMIC DEVELOPMENT WORK PLAN GOALS AND PRIORITIES**

**Presentation by Asst. City Manager/Community Development Director Tom Simonson**

The Economic Development Commission (EDC) has updated its two-year work plan for 2016/2017, and is recommending a focus on business expansion and retention (the BRE program). Major goals identified in the Work Plan include:

- Visit six businesses in the next six months. Some businesses have never been visited and others have not been visited for many years.



- Develop a business resources information packet to attract and retain businesses. A variety of information would be provided about City and County programs that can support and assist businesses.
- Broaden business outreach with the continuation of the workshops co-hosted by northern suburban communities. The first one was well attended and another is planned in the near future.
- Revamp the business exchange meetings, which continue to be valuable in providing information and direct contact with business owners in the City.
- Initiate City get-togethers for staff, Commissioners and Councilmembers to visit businesses as a group within a certain area, such as the Shoreview Mall.

Mr. Simonson stated that top priorities for the coming two years are: 1) awareness of business closures or departures; 2) economic development opportunities; and 3) redevelopment opportunities.

**Closures/Departures:** Recently, two major businesses have reported leaving.

- DGO Global on Cardigan Road, which has had several hundred employees in Shoreview. That building will become vacant and is not designed for today's market needs. The location is also difficult with limited access.
- Land O'Lakes' intention to expand at their headquarters in Arden Hills will leave two buildings at Shoreview Corporate Center on Gramsie Road vacant in two years. The City is working with the owner, Eagle Ridge Partners, who is committed to upgrading the buildings to become desirable business locations.

**Economic Development Opportunities:**

- The 18-acre site of the Children's Hospital property is the largest remaining development site in the City. Ryan Companies has a purchase option and is actively marketing the property.
- There are 10 acres of the Shoreview Business Campus on Lexington. That land was in conservation but has now been released for development.
- The Rice Street/I-694 interchange may provide a 12-acre site for redevelopment depending on the design of the road improvements.
- Efforts continue to attract new restaurants. There are policy decisions needed relating to how far the City should go in providing incentives for restaurants.

**Redevelopment Opportunities:**

- 1005 Gramsie Building - the City is working with Eagle Ridge Partners on major upgrades to attract new businesses and stabilize the Shoreview Corporate Center.
- Shoreview Village Mall - there is recent indication that the property may be up for sale. A review of the City's Shoreview Town Center plan needs to be reviewed and updated for the long term.
- Study efforts in BRE reinvestment of older industrial properties and how to update them to compete in the market for businesses.
- The next step to follow up on the Highway Corridor Transition Study is to incorporate recommendations from the study into the Comprehensive Plan



Commissioner Wing stated that the EDC is looking for feedback from the Council on the Work Plan presented. The goal of the EDC is to compliment work of the EDA and not duplicate EDA efforts.

Councilmember Quigley stated that it is often said that small business drives the economy. He suggested a focus on small businesses because there are small sites within the City.

Commissioner Denkinger responded that with current resources it is a challenge to connect with small businesses. There are more and more home business owners. Co-hosting the business workshops with other cities is one way to reach small businesses. One home business owner attended the workshop, and there are plans to have follow-up contact to find out what can be done to be in touch with these types of businesses.

Commissioner VanBlaircom agreed with Councilmember Quigley and stated that he sees great advantage to connecting with small business owners. Whether they employ, one, three, five or 50, they are leaders. They can be instrumental in providing new leadership to move Shoreview forward because they live here and are already invested in the City.

Commissioner Washburn stated that it is important to find ways to reach small business owners because they are looking for information. The information packet can be helpful in that regard. It is important to maintain contact with all businesses and keep track of visits. Some businesses have not been contacted in five or more years.

Mayor Martin stated that business outreach is time intensive. Her question is with limited resources, how can the City receive the most from its effort, and how important are the visits for the City and for the businesses?

Commissioner Wing responded that the workshops co-hosted with the North Metro Business Series is one way for the City to connect with many businesses. Businesses from all over attended. He also sees area get-togethers as another way to reach a number of businesses with one visit. It is important to reach small businesses before they start growing and find other resources.

EDA Board Member Myrland asked if there is a business directory. Mr. Simonson answered that there is, and it is updated every year, but it is difficult to maintain because not all businesses are licensed by the City. Home occupations are not included. The EDC has discussed creating a large database that would better track business contact and communications. The County is interested in creating a County EDA to pool resources for businesses. The *Open for Business* program provides information on marketing, financing, and social media. Balancing time and resources could include tapping into a County program to provide information.

Mayor Martin noted that not all cities are on board with being levied for a County EDA. Her concern is whether a County EDA is for development of the TCAAP property. However, if funds were made available for infrastructure that would benefit a new business, that would be helpful, as it is difficult to get state funding. She noted that the Empi building is 90,000 square feet. Mr. Simonson stated that it is designed for office and is obsolete for manufacturing. There



have been discussions about possibly merging the property with Lakeview Terrace for more multi-family housing and extend Cardigan Road to Owasso Street.

Mayor Martin asked if there would be any possibility of locating a restaurant at 1005 Gramsie. Mr. Simonson responded that there is interest for multi-family or senior housing in that location. The owner, Eagle Ridge Partners, does not believe commercial use would work in that area because there is no visibility.

Commissioner Wing added that the buildings on Gramsie could also be converted for incubation start-up businesses. The question is how to offer specialized space.

Commissioner Denkinger stated that the City cannot create demand, but one thing that is happening is that larger companies are starting to look for small work spaces for small groups of staff without having to own or maintain a building.

Mayor Martin noted that Roseville is considering purchase of two single-family homes in the Larpenteur/Rice Street area to protect the property for potential commercial development. That is something she would like to see the Shoreview EDA consider. She stated that she is pleased with the Work Plan developed by the EDC. There is good teamwork between the EDA and EDC.

Councilmember Johnson added that in the last three years there has been an impressive amount of movement for redevelopment, which is a sign of the cohesion of all groups working together. Residents continue to say they love living in Shoreview.

It was the consensus of the Council to support the EDC Work Plan.

### **I-694 RICE STREET INTERCHANGE**

Public Works Director Mark Maloney stated that the reason Ramsey County is pushing for improvements to the I-694/Rice Street interchange is that all quadrants are identified as high priority for redevelopment. Structurally, the current bridge is sound which is why it is not a high priority for the state road improvement schedule.

### **Presentation by Ramsey County Representative Beth Engum**

In 1999, MnDOT turned Rice Street over to County jurisdiction with a commitment to replace the bridge. In 2004, a partial cloverleaf design was proposed. Because the structure is sound, the bridge replacement is not in a MnDOT schedule plan for the next 20 years. The County is now involved in looking for funds to improve the interchange. In 2016, the amount of \$20.5 million was requested from the legislature for engineering, environmental work and construction.

The project goals are: 1) to improve traffic operations; 2) provide access to the former County public works site; and 3) provide for pedestrian and bicycle movement with on-street bicycle accommodations and multi-use trail crossings.



In early February, a number of alternate interchange concepts were considered. State guidelines require consideration of a roundabout as an alternate to a signal for intersection control. The preferred alternative with today's traffic is a series of roundabouts. The advantage of a roundabout is that all movement of traffic would be handled from the two existing lanes. Rice Street would not have to be widened.

Councilmember Wickstrom asked about pedestrian crossings noting there would be no traffic signal. Ms. Engum stated that the earlier diverging diamond design for the intersection was reviewed and found not to address the current pattern of traffic. An advantage for pedestrians is that traffic in a roundabout is slower. There will be crosswalks and yield signs. Even with traffic signals, pedestrians deal with the yield signs from right-turn traffic. On the east side, pedestrians would cross two lanes of traffic going in each direction. There would be an island between the two lanes so pedestrians would not have to cross both lanes at once. All pedestrian crossings will be studied and analyzed thoroughly to assure proper striping and signage in the roundabout.

Ms. Engum noted a similar situation at Highway 7 and Louisiana Avenue in St. Louis Park. The traffic on Louisiana Avenue is similar to Rice Street. SEH did the design with a series of roundabouts coming off the freeway. There was a lot of skepticism, but the design is being accepted. She acknowledged that in the beginning there can be an increase of fender-bender accidents, but overall, roundabouts have shown a decrease of accidents, a decrease in the seriousness of accidents, and a decrease in the number of fatalities.

Councilmember Quigley stated that he has found little information on the down side of roundabouts. He asked how people can be properly informed.

Councilmember Johnson added that there needs to be communication on how this will impact Shoreview's population. The roundabouts occur within a short distance where there is a lot happening. Ms. Engum agreed that communication is important to reach as many people as possible.

Councilmember Wickstrom stated that she does not believe two-lane roundabouts work. She asked how a car would go straight through a roundabout when everyone else is turning to access the freeway. Ms. Engum explained that traffic turning right or going straight must stay in the right lane. The left lane is only for traffic turning left. It will be necessary to make a thorough analysis of how traffic moves for proper striping and signage.

Mayor Martin stated that there is a learning curve. The biggest influence for her are the statistics of accident reduction--30% to 40% reduction in pedestrian crashes; 10% decrease in bike crashes; 39% reduction in all accidents. It is hard to argue with those statistics. Another influencing factor for her is that a roundabout would allow use of the Mn/DOT property on the southwest quadrant with improvements to the North Owasso/Rice Street intersection. There would be right-in-right-out access. The biggest advantage would be that property could still be used.



Mr. Schwerm stated that even right-in-right-out access on Rice Street may not be allowed because there is no stacking room. That means access would have to be off North Owasso Boulevard.

Mr. Maloney noted that the legislature listens to redevelopment opportunities and job creation. To not use a design that maximizes redevelopment is not an argument that sells the legislature. The County has involved Maxfield Consultants to analyze how all the properties in the area can be redeveloped. Adding lanes to accommodate traffic with signalized intersections would wipe out businesses in the corridor. In order to obtain funding, the project must show improvement for traffic and redevelopment opportunity.

Councilmember Quigley asked if roundabouts are illuminated. Ms. Engum answered that the County would light the roundabouts. She explained that the preferred alternative is to use roundabouts for the Rice Street interchange with I-694 because it results in minimal impacts to businesses. The design needs to be discussed with property owners. There would be four roundabout intersections within 3/4 of a mile. Full access with right and left turns in and out is not allowed closer than a 1/2 mile to a roundabout. Consideration is being given to what flexibility there may be to possibly move intersections to improve access to businesses. The cost of right-of-way is estimated in the range of \$7 million to \$15 or \$16 million. The construction estimate is \$13 million. That means right-of-way could cost more than the project. The County's policy is that cities pay half the cost of right-of-way. It is anticipated that a preliminary design will be completed by this fall. Approval will be needed from Little Canada, Vadnais Heights and Shoreview in order to move forward. If money is received from the legislature, construction will begin in the spring 2018.

Ms. Engum noted that the Federal Highway Administration has declared this not to be a federal project. The amount of \$20.5 million is being requested from the legislature. Depending on right-of-way needs within Shoreview will determine the City's cost participation. Plans are to meet with business owners by the end of May. She referred the Council to two video presentations that Mr. Maloney will send to Councilmembers.

## **OTHER ISSUES**

### **June 13 Workshop Schedule**

Mr. Schwerm stated that a workshop will be needed to discuss the Community Center expansion. There was consensus to have the June workshop meeting June 20, 2016, immediately following the City Council meeting if the agenda allows it.

### **Tobacco Vendors**

Mr. Schwerm reported that a letter was sent to tobacco vendors regarding the City raising and setting the price of flavored cigars and cigarillos and similar products. Vendors have expressed concern about a potential economic impact to their stores. Customers would go to neighboring cities to purchase these tobacco products at different stores with lower prices. If they have to go to different locations for tobacco products, they will not stop to purchase gas, or other convenience store items. It is more than kids buying these products. Vendors believe any regulation should be done at the state level so products are at the same price across the board.



Shoreview vendors expressed concern if the City goes through with tougher price regulations. Other cities who have changed price regulations are Maplewood, St. Paul, and Minneapolis.

Councilmember Wickstrom suggested increasing the fines and suspension after the second violation instead of the third.

It was the consensus of the Council to invite Katie Engman from the North Suburban Tobacco Compliance Project to meet with the Council and answer further questions about possible impacts of this type of ordinance.

The meeting adjourned.



**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
May 16, 2016**

**CALL TO ORDER**

Acting Mayor Quigley called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on May 16, 2016.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

Acting Mayor Quigley explained that he is sitting in as Mayor in Mayor Martin's absence.

The following members were present: Acting Mayor Quigley; Councilmembers Springhorn and Wickstrom.

Mayor Martin and Councilmember Johnson were absent.

**APPROVAL OF AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve the May 16, 2016 agenda as submitted.

VOTE: Ayes - 3 Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

There were none.

**CITIZEN COMMENTS**

**Mr. Bob Weyandt**, 4785 Hodgson Road, stated that in regard to the PUD for the second parcel of the Kowalski property, he requested that the bank proposing to occupy that parcel be asked to reconsider. There are 22 financial institutions within a five-mile radius of his home. There are five financial institutions in this area that have closed recently. The Guaranty Bank in the Rainbow Foods building closed long before the grocery store. The proposed bank has a higher mortgage rate and lower interest earnings than other banks. There is an online petition with over 600 signatures opposing this development and supporting the addition of a restaurant at this site. The community has a different expectation than a bank. A restaurant was discussed. In the last Community Survey, 32% of respondents suggested a new restaurant in the City. No one suggested a bank. Shoreview has provided \$1.1 million in assistance for the Kowalski



development and the left turn lane off Highway 96 at a cost of approximately \$150,000. He requested that the bank be asked to take the time to search for the right client for this location. As a gesture of appreciation, the City would refund the development fees to the bank if the proposal is withdrawn.

Councilmember Quigley noted that the Council has little power to object to a proposal that follows City procedures and is consistent with zoning and land use regulations. The 623 signers online were in support of a restaurant but not objecting to a bank, although they hoped for the restaurant to be on the bank site. The interest in a restaurant is significant. In late 2014, the City pursued restaurants and had marketing surveys done by a consultant. Community Development staff have been aggressive in working to attract a restaurant.

Councilmember Wickstrom reported that information received from restaurants indicate that there would not be enough population and employment density in the area to support a restaurant at this location. Attracting Kowalski's and Trader Joe's was difficult. What helps is when residents contact the companies to tell them their business is desired in the community. She encouraged residents to contact restaurants and let them know of the demand in Shoreview.

Councilmember Springhorn noted that residents have asked for Kozlak's to come back. Community Development Director Simonson informed him that Kozlak's was aware of that available site but chose not to pursue that location.

**Mr. Jerome King**, 4419 Chatsworth Street, stated that he is a nursing student at Bethel University. He is involved in a public health project. If there is anything related to public health as the Council goes through their agenda, he would appreciate those comments.

City Manager Schwerm stated that there is a public health component to the liquor licensing that is on the agenda. The City conducts compliance checks to make sure liquor is not sold to under age persons.

Mr. King asked about the change order for the water treatment plant. Acting Mayor Quigley stated that water tests show the City water is within guidelines for manganese and iron. City Manager Schwerm noted that the consent agenda includes a change order for the Water Treatment Plant, which is being constructed to address increasing levels of manganese and iron in the water.

### **COUNCIL COMMENTS**

#### **Councilmember Springhorn:**

The Northeast Youth and Family Services is hosting the 2<sup>nd</sup> Annual Mayor's Golf Tournament at Keller Golf Course on Monday, June 13, 2016, beginning at 11:00 a.m. The cost is \$150 for the day, including dinner. The cost to only attend the dinner is \$35. Detailed information is at [nyfs.org](http://nyfs.org).

Also, the City's Shoreview Human Rights is soliciting nominees for the Caring Youth Award. Nominations can be made through the City's website until June 15, 2016.







**PUBLIC HEARING****APPROVAL OF ON-SALE AND OFF-SALE LIQUOR LICENSE - KOWALSKI'S MARKET, 411 HIGHWAY 96**

City Attorney Kevin Beck stated that all public notice requirements have been met to hold the public hearing.

Councilmember Quigley opened the public hearing.

**Mr. Tom Beauchamp**, CFO at Kowalski's, stated he is present to answer questions.

City Manager Schwerm stated that two licenses are requested. An off-sale license will be issued for selling wine and an on-sale license will be issued for the catering business. The necessary background checks have been completed. The license fees will be prorated depending on when Kowalski's opens. The store is scheduled to open in November. He indicated that all required licensing information has been provided and staff is recommending approval of the licenses.

**Mr. Jerome King** asked how legislation allowing Sunday liquor sales would impact Shoreview. City Manager Schwerm stated that the legislature did not vote to pass that legislation. If the state law were to change, the City would have to consider changing its ordinance to comply with state law.

Councilmember Wickstrom asked if Kowalski's is aware of the City's concern about not selling to minors and the compliance checks. **Mr. Beauchamp** responded that Kowalski's is aware of the City's concern. Kowalski's intentionally provides training to all employees regarding liquor regulations. Once trained, employees are asked to sign a policy statement indicating their understanding of the regulations. This includes prohibition of sales to minors, about which Kowalski's is very strict.

**MOTION:** by Councilmember Wickstrom, seconded by Councilmember Springhorn to close the public hearing.

**VOTE:** Ayes - 3 Nays - 0

**MOTION:** by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve the application of an on-sale and off-sale liquor license for Kowalski's Market to be located at 411 Highway 96, Shoreview, Minnesota.

**VOTE:** Ayes - 3 Nays - 0



**GENERAL BUSINESS****APPROVAL OF LIQUOR LICENSE RENEWALS**

City Manager Schwerm reported that all establishments that hold liquor licenses in the City must renew the license by July 1st of each year. Criminal background checks have been done on all managers. All taxes and utility bills of liquor establishments have been paid. There has also been a review of police reports. Recent compliance checks in December and last Friday, May 13, 2016, showed that all establishments passed. It is recommended that all licenses be renewed.

Acting Mayor Quigley asked if the number of current licenses have reached the City's cap on issuing liquor licenses. City Manager Schwerm stated that the City has put a cap on off-sale intoxicating licenses at five. Two off-sale licenses are currently issued and with the approval of Kowalski's, there will be a total of three in the City.

**MOTION:** by Councilmember Cory Springhorn, seconded by Councilmember Wickstrom to approve the following liquor license renewals for the license term of July 1, 2016 to June 30, 2017:

<b><u>Establishment</u></b>	<b><u>Type of License</u></b>
Green Mill Restaurant	On Sale Intoxicating and Sunday
Meister's Bar and Grill	On Sale Intoxicating and Sunday
Hilton Garden Inn	On Sale Intoxicating and Sunday
Red Robin Gourmet Burger and Spirits	On Sale Intoxicating and Sunday
Bacchus Wine and Spirits	Off Sale Intoxicating
Trader Joe's	Off Sale Intoxicating
Target	Off Sale 3.2 Malt Beverage
Island Lake Golf Course	On Sale 3.2 Malt Beverage
Mansetti's Pizza and Pasta	On Sale 3.2 Malt Beverage and Wine
Wok Cuisine	On Sale 3.2 Malt Beverage and Wine
Red Ginger China Bistro	On Sale 3.2 Malt Beverage and Wine
Chipotle Mexican Grill	On Sale 3.2 Malt Beverage and Wine

**ROLL CALL:** Ayes: Springhorn, Wickstrom, Quigley  
Nays: None



**ADJOURNMENT**

MOTION: by Councilmember Springhorn, seconded by Acting Mayor Quigley to adjourn the meeting at 7:34 p.m.

VOTE: Ayes - 3 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2016.

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Terry Schwerm  
City Manager



**PUBLIC SAFETY COMMITTEE  
MARCH 17, 2016  
SHOREVIEW CITY HALL**

**MINUTES**

**CALL TO ORDER**

The Public Safety meeting was called to order at 7:00 p.m. by Chair Jorgen Nelson.

**ROLL CALL**

Those in attendance were Committee members Treverse Guess, Jorgen Nelsen, Marc Pelletier, Nicole Hertel, Ed Povlinski, Colleen Norell

Members Absent: Henry Halvorson, Gil Schroepfer

Others Present: City Manager Terry Schwerm; Mylinda (Allina); Commander Rich Clark (Ramsey County Sheriff's Department); Public Works Superintendent Dan Curley (Emergency Management).

**APPROVAL OF MINUTES**

Pelletier moved, seconded by Povlinski, approval of the January 21, 2016 Public Safety Committee minutes. Motion was unanimously adopted.

**CITIZENS' COMMENTS**

None

**REPORTS**

- A.** Allina – Brent Baker reviewed some 2015 data with the committee. He indicated that there were 1382 calls (3.8 per day) in Shoreview in 2015. He noted that 962 of the calls were considered emergency calls requiring lights and siren. The average response time to these calls was 8:03. Brent also stated that they would be taking part in an active shooter drill with the Army. He responded to committee questions regarding the new ambulance design and indicates that the new design will be put in use soon. He also indicated that the crews like the new base station in Shoreview.
- B.** Fire Department – Fire Chief Boehlke reported that the Department has started to look at closing Station 1 in Arden Hills in 2017 and selling the property. This station is not essential to serving the three communities now that shift crews are in place at all times. He also noted that the Department had applied for a FEMA grant to fund new fitness equipment and wellness program within the Department.



The Department will be signing onto two joint powers agreements. The first agreement is for the East Metro Fire Training facility and the second agreement is for closest unit response. This would allow County dispatch to send the closest fire unit to emergency situations.

Boehlke also revised the Department's Annual Report and year end synopsis. In 2015, there were 2874 total calls with about 75% of the calls being medical calls. In Shoreview, there were about 1450 calls. Response times to emergency calls in Shoreview averaged 5:03. Total fire loss for the year was about \$1.75 million. The Department currently has about 75 firefighters.

The Department will be participating in an active shooter drill with the Army Resource Center and National Guard on April 1. Boehlke responded to committee questions about the Department's operating procedures when responding to more than one emergency. He noted that each emergency situation has different sets of circumstances and often times the officer in charge needs to use their best judgment in terms of how best to prioritize multiple emergency calls at the same time.

**C.** Sheriff's Department - Crime Prevention Deputy – Schwerm introduced Tim Schwab who is now serving as the new crime prevention deputy for the Sheriff's Department. Tim introduced himself and indicated that he actually grew up in the White Bear Lake/White Bear Township area. He started his career as a police officer for the City of Dallas, but moved back to work for the Sheriff's Department. Most recently he worked in the narcotics unit. He is excited about the Crime Prevention position. In this new role, he coordinated the Department's efforts to respond to a large number of package thefts that were being reported around the Christmas holiday season. He discussed that as part of this detail they were able to apprehend a group that had been doing a great deal of mail theft in the Twin Cities area. The Committee had several questions regarding the package theft detail.

**D.** Emergency Management – Public Works Superintendent Dan Curley indicated that he recently had received his emergency management certificate from the State. He also noted that he is currently working on updating the continuity of the operating plan in the event of an emergency.

## **NEW BUSINESS**

Appointment of Chair – Guess moved, seconded by Povlinksy that Jorgen Nelson be appointed as Chair of the Committee for 2016. Motion was adopted 7-0.

Appointment of Vice Chair – Halvorson moved, seconded by Pelletier that Ted Guess be appointed as Vice Chair for 2016. Motion was adopted 7-0.

## **LIAISON REPORT**

None

## **ADJOURNMENT**

Pelletier moved, seconded by Guess, that the meeting be adjourned at 8:37 pm.



SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
April 4, 2016

CALL TO ORDER

President Emy Johnson called the meeting to order on April 4, 2016 at 5:00 p.m.

ROLL CALL

The following members were present: President Emy Johnson and Board Members Sue Denkinger, Sandy Martin, Shelly Myrland and Terry Quigley.

Also attending this meeting:

Terry Schwerm            City Manager

Tom Simonson            Asst. City Manager/Community Development Director

Niki Hill                   Economic Development and Planning Associate

Kirstin Barsness        EDA Consultant

Michael Mergens        Partner/Co-Owner, Elevage Development Group

APPROVAL OF AGENDA

MOTION:     by Denkinger, seconded by Myrland, to approve the April 4, 2016 meeting agenda as submitted.

VOTE:                    Ayes - 5                    Nays - 0

APPROVAL OF MINUTES

MOTION:     by Quigley, seconded by Martin, to approve the March 14, 2016 meeting minutes as submitted.

VOTE:                    Ayes - 5                    Nays - 0

GENERAL BUSINESS

President Johnson asked that the agenda be revised to move up the main item of discussion ahead of some of the other routine actions. The Board concurred with the recommendation.

ELEVAGE DEVELOPMENT GROUP - MIXED USE REDEVELOPMENT PROJECT  
TAX INCREMENT FINANCING (TIF) PLAN AND DEVELOPMENT AGREEMENT

Simonson gave an overview of the item. Following up on EDA direction from the last meeting regarding the level of TIF assistance for the Elevage redevelopment, Simonson reported that a formal TIF Agreement is presented for approval. A public hearing for TIF assistance is



scheduled before the City Council on April 18, 2016, when the Final PUD and Final Plat will also be submitted. The project at the corner of Rice Street and County Road E includes a five-story mixed-use building with 134 market rate apartments and 6,800 square feet of commercial space on the main floor. The project also includes 14 rental townhomes to be built in two buildings on the western end of the property.

Elevage has been able to purchase the property at 3527 Rice Street for a total of five properties to be included in the TIF District. Financial information has been submitted showing a financial gap between the property value and the cost for redevelopment. The request is for \$2.95 million in TIF assistance. This includes \$200,000 for acquisition of the Johnson property at 3527 Rice Street.

The City hired consultant LHB to inspect and evaluate the properties proposed for the new TIF District to determine that they meet statutory criteria for a Redevelopment District under Minnesota Statutes 469.174, Subdivision 10. LHB found four of the properties to be blighted and qualified for a Redevelopment TIF District based on the following findings:

- The proposed TIF District has a coverage calculation of 86.4 percent, which is above the 70 percent requirement.
- 80 percent of the buildings are structurally substandard, which is above the 50 percent requirement.
- The substandard buildings are reasonably distributed.

The fifth property now added, the Johnson property, is not blighted, but the modified percentages to include this property in the TIF District still meet statutory requirements to establish a TIF District.

The five parcels total a current market value of \$1.7 million. The County estimated property value after redevelopment at just under \$30 million. The City, County and Developer will be entering into a Minimum Assessment Agreement with the agreed-upon value of \$29,655,000. If approved, construction is set to begin in June 2016, and be completed by February 2018. The full tax increment would be available in 2019. The Development Agreement requires 90 percent of the apartments to be market rate rental. After discussions with the County, the Elevage has agreed to provide up to 10% of affordable units, but realistically 2-4 units based on County funding assistance.

Quigley asked the definition of affordable. Mr. Mergens responded that affordable housing is not Section 8 housing. It is rent based on federal guidelines. A one-bedroom unit with utilities would be \$790 per month compared to the market rate of approximately \$1100 per month plus utilities.

Martin asked if the County provides a subsidy to cover that lower rent. Mr. Mergens stated that for three affordable units, the County would contribute \$250,000, which does not cover the lost value for those units. There would be a formal agreement with the County. Simonson added that the County money is paid up front. The Development Agreement will stipulate 90% of units to be market rate, so no more than 10% affordable units, which is approximately 13 units. He



said the County funding will likely be enough for the developer to provide several units at an affordable level of rent, but the EDA needs to determine what level they would support.

Martin stated that she definitely supports affordable units but would like to see the number between 5% and 10%. She expressed concern about transparency. At all the meetings with the neighborhood, the information given was that this is an upscale development. The affordable housing component needs to be clearly communicated to the neighborhood. Simonson said that the County recently approached the developer but unfortunately it was after the preliminary level of public review.

Schwerm noted that the number of affordable units can be reduced depending on what policy the City adopts. The number could be flexible with the Agreement stipulating not less than 5% affordable units.

Hill noted that any affordable units in this project would help the City meet guidelines set by the Metropolitan Council.

Myrland stated that she is not so concerned with the number of units but would like to include a component of affordable units.

Denkinger agreed with making the number of affordable units in a range of up to 8 units. It is important to communicate that affordable units would likely be rented by teachers, firefighters, police officers, and college graduates beginning their careers.

**MOTION:** by Quigley, seconded by Myrland, that the City adopt a policy that the Elevage Redevelopment project may include up to 8 affordable units.

**VOTE:**

**Ayes - 5**

**Nays - 0**

Simonson stated that the \$2.95 million in TIF assistance is in the form of a revenue note, which is executed when the project is completed. TIF is on a pay-as-you-go basis meaning the tax increment has to be generated before reimbursement can occur. There is no financial risk to the City.

Quigley asked how this TIF contribution would rate on a scale of contributions made to other projects. Simonson stated that the public percentage of contribution to this project is smaller than most other recent projects. Schwerm added that although the District is set at a 25-year term, it is anticipated that TIF will be paid off by year 11 or 12. At that time the City will have the opportunity to retire this TIF District and put the full value back on the tax rolls. The City will receive 25% annually, which is not done in all other projects.

Simonson noted that the 25% paid to the City each year can be used for other redevelopment type projects such as the Shoreview Mall. Items in the Elevage redevelopment project that are eligible for TIF funding include site improvements, storm water system, underground parking structure, demolition and blight removal, site acquisition, trail lighting, landscaping, grading.



The Planning Commission has approved the TIF District plan as consistent with state statute requirements. The plan has been sent to Ramsey County and the school district. It is recommended the EDA forward a recommendation to the City Council to establish TIF District No. 10 and approve the draft development agreement with the stipulation for the number of affordable units.

Quigley referenced page 6 of the TIF Plan to Establish TIF District No. 10, where the objectives are listed under section 1.3. The objectives are clearly stated and on that basis he made the following motion.

**MOTION:** by Quigley, seconded by Myrland, to recommend to the City Council the adoption of the Tax Increment Financing Plan for the establishment of TIF District No. 10 (a Redevelopment District) and approval of the Development Agreement as revised for financing assistance in support of the mixed-use housing and retail redevelopment project by the Elevage Development Group.

Discussion:

Johnson stated that what is important to her is that a blighted property will be developed.

Denkinger agreed and stated that it is hard to believe the neighborhood is not pleased to see the blight removed.

Martin noted that Mr. Mergens' letter to the City, it was stated that part of the rationale for TIF is that to meet Shoreview standards the project is costing an additional \$500,000. She took exception to that rationale, as most peer cities have similar standards for green space and trails as Shoreview. It is not appropriate to suggest it to look like TIF is provided to meet special standards. She was pleased to see this language is not in the actual TIF Agreement, but wanted to clarify for the record. It is important to understand that TIF money is not taxpayer dollars. It is developer tax money that is reimbursed to help financing.

**VOTE:**                      **Ayes - 5**                      **Nays - 0**

### FINANCES AND BUDGET

Simonson reported that the total unaudited reports for 2015 are included in the Board packet. The cash flow for payback of loans in Fund 307 shows that payments are regularly being made. All funds are tracking as expected. It is recommended the 10 listed invoices be approved. Item No. 10 is the EDA's liability insurance.

Myrland asked what the liability insurance covers. Simonson stated that actions taken by the Board are covered similar to protection given to the City Council.

**MOTION:** by Quigley, seconded by Denkinger, to accept the updated year-end HRA Funds 240 (Preliminary/Unaudited) for 2015 and the monthly EDA Financial Reports



through February 29, 2016, and approve the following payment of claims and purchases:

1.	Community Reinvestment Fund - February 2016 (Date Paid: 2/25/2016)	\$102.00	Fund 307
2.	Taste of Scandinavia (EDC Meeting Supplies) (Date Paid: 12/31/2015)	\$58.07	Fund 240
3.	Panino's (EDA Meeting Supplies) (Date Paid: 12/31/2015)	\$58.07	Fund 240
4.	Allen, Deanne (EDA Minutes 2-1-16) (Date Paid: 2/11/2016)	\$200.00	Fund 240
5.	Barsness, Kirstin (January Economic Development Consulting) (Date Paid: 2/16/2016)	\$3,040.00	Fund 240
6.	Bradley and Deike (General Economic Development) (Date Paid: 2/17/2016)	\$54.00	Fund 240
7.	Green Mill Pizza (EDA Supplies) (Date Paid: 2/18/2016)	\$100.00	Fund 240
8.	Taste of Scandinavia (EDC Supplies) (Date Paid: 2/18/2016)	\$38.68	Fund 240
9.	LeeAnn Chin.com (EDA Supplies) (Date Paid: 2/18/2016)	\$131.75	Fund 240
10.	League of MN Cities (Annual installment) (Date Paid: 2/24/2016)	\$1,230.00	Fund 240

**VOTE:**

**Ayes - 5**

**Nays - 0**

## GENERAL BUSINESS

### DRAFT EDA 2015 ANNUAL REPORT

Simonson stated that the 2015 EDA Annual Report is a little different from past years in that it was framed in terms of overall economic development and includes work done by the Economic Development Commission (EDC). Once approved, the report will be posted on the City's website.

Quigley asked who receives the report. Simonson stated that in addition to the website, copies are given to the EDC, Planning Commission and City Council.

Johnson suggested this report be used for marketing efforts by the City.

Martin suggested that page 13, under Transportation Funding Support, include the City's contribution to the collaborative effort on the Rice Street bridge design with Little Canada and Vadnais Heights. That effort amounted to \$100,000.



Denkinger suggested that the small business workshops discussed on page 11 be cross referenced in the section on the joint workshop done this year through the Chamber of Commerce. Going forward small business workshops will be a joint effort with neighboring communities, but this program originated with the small business workshops done by Shoreview in the past.

**MOTION:** by Quigley, seconded by Denkinger to approve the 2015 Economic Development Annual Report for the Economic Development Authority and the Economic Development Commission with the revisions discussed.

**VOTE:**                      **Ayes - 5**                      **Nays - 0**

## DISCUSSION - UPDATES/PROJECTS

### JOINT WORKSHOP MEETING - GOALS & WORK PLAN PRIORITIES

Simonson asked if the EDA would like to discuss the Work Plan in a separate meeting before a joint meeting with the City Council.

It was the consensus of the Board to have a joint meeting with the City Council and EDC to gain input prior to finalizing the Work Plan.

### RESTAURANT ATTRACTION

Simonson reported contact from a Shoreview resident who would like to locate a restaurant in Shoreview. The resident is considering one site along Highway 96 and another one on Churchill. The site on Highway 96 would be a redevelopment project, and the City may be willing to provide an incentive. The restaurant would be a sit-down bar/grille with an outdoor patio.

Martin stated that residents are so excited about Kowalski's and the next question is whether there will be a restaurant on that site. Restaurants have indicated that the location would not draw a lunch crowd, but the high price of the property is a big issue.

### BUSINESS EXCHANGE

Simonson informed the Board that the next Business Exchange is scheduled for April 27, 2016, at the Joint North East Metro Event Center, at 5:30 p.m.

The next joint business seminar will be May 12, 2016, in Arden Hills. The topic is Cyber Security.

### CHILDREN'S HEALTH CARE PROPERTY

Simonson reported that Ryan Construction has a purchase agreement option for the Children's Health Care property. Ryan is pursuing several potential companies interested in the site for development.



### SHOREVIEW CORPORATE CENTER

Simonson stated that Eagle Ridge Partners had developed a master plan of renovation for the entire site to try to keep Land 'O Lakes as a tenant. However, Land 'O Lakes leadership prefers to have all employees on one campus even though the company will eventually outgrow that campus. At this time, Land 'O Lakes plans to move all employees to the Arden Hills campus. Eagle Ridge Partners is committed to going forward with some upgrades and plans to market two of the buildings. The parking addition will be held off because it was planned for Land 'O Lakes. Eagle Ridge is also pursuing a major renovation of the 1005 Gramsie building.

### ADJOURNMENT

MOTION: by Quigley, seconded by Myrland, to adjourn the meeting at 6:36 p.m.

VOTE:                      Ayes - 5                      Nays - 0



# **SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION**

## **Meeting Minutes**

**April 19, 2016**

### **ROLL CALL**

Chair Josh Wing called the meeting to order at 7:38 a.m. with the following members present: Dave Kroona, Jason Schaller, Mike Tarvin, and Jeff Washburn. Members Sue Denkinger, Jonathan Weinhausen and Kirk Van Blaircom had excused absences.

Also attending were Assistant City Manager and Community Development Director Tom Simonson, and Economic Development and Planning Associate Niki Hill.

### **ACCEPTANCE OF AGENDA**

Commissioner Washburn, seconded by Commissioner Tarvin, moved to accept the agenda, as presented.

**Vote: 5 AYES      0 NAYS**

### **ACCEPTANCE OF MINUTES**

Commissioner Washburn, seconded by Commissioner Schaller, moved to accept the minutes as presented.

**Vote: 5 AYES      0 NAYS**

### **INFORMATION EXCHANGE**

#### **A. Member Sharing**

Commissioner Tarvin stated that DJO Global/EMPI was in the final stages of closing down. With this business being right next door, Multi-Clean was asked to look at the building and it is surprisingly more of an office facility versus a manufacturing building. There is a skeleton crew there still but it is not expected that they would be there much longer. The 90,000 square foot property is listed by Mike Marinovich from CBRE.

#### **B. Staff Information**

##### ***Business Exchange***

The City is hosting its spring Business Exchange on April 27<sup>th</sup> from 5-7 pm. We are trying to get a better turnout so we have switched both the spring and holiday/winter Business Exchanges from May and December to April and October now. We are hoping there will be less school conflicts during this time as well as other holiday parties, etc. The event will be held at the North Metro Event Center (Hampton Inn). After the previous exchange we decided that the new location was a better fit for networking than the lobby area at the Hilton Garden Inn.

##### ***Joint North Metro Business Event***

The City and other partners have finalized the details of the second joint North East Metro business event. It will be held on May 12, 2016. The event will be at Flaherty's in Arden Hills and the topic will be



Cyber Security. There will be networking/registration between 7:30-8 am with the program being from 8-9:30 am – with time for questions.

### ***Economic Development Authority Update***

The City is still working on the Rice Street Bridge funding during this legislative session. Ramsey County has been at the Legislature testifying on the need for the funding for the improvements. Shoreview, along with Little Canada, Vadnais Heights and Ramsey County have all paid for the design work for the interchange so that any questions that might arise during the legislative session about the design, etc would be addressed ahead of time and it would be ready to go.

### ***Ramsey County***

Ramsey County is currently pursuing a county-wide Economic Development Authority. This could bring another business tool and funding options for our businesses. Chair Wing asked if there was any idea on membership or structure of this EDA. Tom responded that the make-up of the group had not been clarified at this point. Chair Wing asked who was spear-heading the initiative. Simonson responded that Commissioner Blake Huffman is one of the main supporters of this effort with the support of the County Board and staff. The County EDA consideration is an outcome from the Accelerate Ramsey County initiative to become more proactive in economic development.

### ***Citizen's Academy***

Simonson updated the group on the on-going Citizen's Academy. There are 19 Shoreview residents participating in the 6 session long academy. Each session is designed to help them learn about a different City functions. It has been very well received by participants and will likely become an annual event.

### ***City Council and Planning Commission Updates***

The City approved the Final Plat / Final PUD and the Tax Increment Financing for the Elevage Development Group mixed-used project at Rice Street and County Road E. The redevelopment will include a 134-unit apartment building with ground floor retail and 14 townhomes.

Simonson also stated that he is working with a restaurant owner/Shoreview citizen on finding a site for a local restaurant. Chair Wing asked about the Kowalski's site. Simonson stated that while both the City and property owner broker spoke to a number of prospective restaurants, the property was sold to a bank at a very high price. Some restaurants expressed concerns about the lack of daytime customers in the area.

## **GENERAL BUSINESS**

### **A. Business Retention & Expansion Program**

**BRE Visits** – The City is looking to schedule at least 6 business visits coming up. Staff has selected a mix of old and new businesses – including several we have visited in the past. The businesses recommended include:



- Ally Financial Services – The company has already offered to give us a tour of their new facility at the Shoreview Corporate Center.
- Antea Group USA – Environmental engineering firm and has Shoreview listed as their North American Headquarters.
- Deburring – They have been on our list for a while and we are hoping to get a visit scheduled this round. City has contacted them in the past but no responses.
- Deluxe Corporation – We are suggesting a re-visit as it has been several years since a BRE visit and the company has made a turnaround with their small business emphasis.
- Nardini Fire Equipment – They were a participant of the Economic Gardening program but it has been a while since our last visit with them. They considered an expansion prior to the economic downturn.
- Westinghouse – We have not met with them in a while and we would like to check their current status and see if they still are looking at potential future expansion. Significant changes in their leadership since our last visit.

Chair Wing asked if we had talked to Schwab, Vollhaber, Lubratt recently. Simonson indicated that we have had on-going conversations. At one point SVL was considering a move to a larger building but most recently indicated they were looking at possibly staying at their current location.

Chair Wing also asked if we had any news on the EMPI building. Simonson said he has spoken with the ownership representative. At this point we know that it is set up for office – with 90,000 square feet and with the design there is little option for a change of use. There is still a skeleton crew there but we're not sure how long that will last.

### **Business Communication**

We are going to look into better utilizing the Salesforce subscription that we have to develop a more comprehensive database for our BRE program. This would enable us to better track the communication that we have with our existing companies as well as see who else may be visiting them. That will hopefully give us indications if other things are going on that we are unaware of so we can respond appropriately.

### **Updated EDC Work Plan for 2016-2017**

The updated EDC Work Plan has been included for your review. The EDA is doing a similar exercise but will not make any formal adoption of their plan until we have our Joint EDA/EDC/City Council meeting to ensure that we are all on the same page.

On another related note the EDA annual report has been changed to the Economic Development Report to better reflect all of the work included in the Economic Development Program including the EDC. Commissioner Washburn suggested that it would be a good idea to review and support the Economic Development annual report. Commissioners Tarvin and Wing also supported this proposal.



Commissioner Washburn, seconded by Commissioner Schaller, moved to support the 2015 Economic Development Annual Report.

**Vote: 5 AYES 0 NAYS**

***Children's Health Care Property***

The Children's property site is still under option by Ryan Companies. They have been talking to a company based in Roseville that is out of expansion options within their site and the City. Ryan Companies has responded to the RFP that was put out highlighting their needs.

***Elevage Development Proposal***

Simonson stated that the Final Plat and PUD as well as the TIF plan all were approved by the City Council on April 6<sup>th</sup>. They are targeting a June start date and will hopefully finish Spring of 2018.

One of the additional benefits from this development is that the high value allows the City to retain 25% of the funds for other redevelopment areas.

The City should be able to end the district early with the predicted value – hopefully by year 11 or 12.

***Kowalski's***

The building plans have been submitted with intent to open by November 9<sup>th</sup>. An on-sale liquor license was given to them for their catering to go along with the off-sale license for the wine shop.

***Shoreview Corporate Center***

Eagle Ridge Partners had put together a comprehensive improvement plan for the campus as part of their effort to retain Land O' Lakes in two buildings. They were looking to update the area as a whole, and also connecting the two buildings on County Road F with an atrium and entry-way. With the news of Land O Lakes leaving as part of a headquarters expansion in Arden Hills, they are now really focusing on the vacant 1005 Gramsie building for a redevelopment or major upgrade. It does qualify for TIF and they are looking to add in a center atrium style to this building as well to make it a multi-tenant space.

Chair Wing asked if we had a sense of the rents. Simonson responded that they feel that the new multi-tenant space would compete in the area. The financial part made more sense for them to renovate than to tear-down and completely rebuild.

**ADJOURNMENT**

Commissioner Tarvin, seconded by Commissioner Washburn, moved to adjourn at 8:42 a.m.

**Vote: 5 AYES 0 NAYS**



**HUMAN RIGHTS COMMISSION  
MEETING MINUTES  
April 25, 2016**

**CALL TO ORDER**

Co-Chair Johnson called the meeting to order at 7:00 p.m. with the following members present:

**Present:**

Richard Bokovoy  
Mary Johnson  
Sunny Chen  
Julie B. Williams  
Gene Nichols  
Lisa Wedell Ueki  
Samuel Abdullai  
Mark Hodkinson

**Excused:**

Elaine Carnahan  
Sabrina Chu

Also present was Rebecca Olson, Assistant to the City Manager.

**APPROVAL OF MINUTES**

Commissioner Hodkinson moved that the Minutes of March 24, 2016 be approved.  
Commissioner Nichols seconded the motion. The motion was adopted unanimously and the minutes were approved.

**UPDATE ON INEZ MILHOLLAND DOCUMENTARY**

Commissioner Wedell Ueki stated that she met with the League of Women Voters, Rita Mills and Mindy Grieling regarding the documentary. She stated that the documentary would be shown on August 18<sup>th</sup> from 7:00pm – 8:30p.m. This is the date that the 19<sup>th</sup> amendment was ratified. Since the documentary is short, she has ordered another documentary titled “Votes for Women” that will also be shown. They are currently looking for someone to introduce the films.

Commissioner Hodkinson indicated he had a contact within Senator Klobuchar’s office and he would reach out to them to see if she would be interested/available.

The League of Women Voters will also have a table at the event that will be used to register voters.

**ACTION PLANNING UPDATE**

Commissioner Hodkinson stated that the contact he had at Incarnation Church has left and there has been some turnover. The individual that he spoke to said they would reach out when things settle down.



### **OTHER**

Ms. Olson gave a brief update on the Caring Youth Award and indicated that the announcement will be in the ShoreViews publication and a press release will be sent out. The deadline for applications will be June 15<sup>th</sup>.

The Commission briefly discussed the Essay contest and a suggestion that was made at the City Council presentation by one of the teachers that was in attendance. It was suggested that the Commission give teachers more lead time to work this contest into their teaching plans. Ms. Olson made note to send an email to teachers at the beginning of the school year even if the state has not come out with the actual question yet. This would allow teachers to better plan for it and hopefully contribute to a higher number of essay submissions.

Commissioner Williams brought up the topic of mental illness and her desire to keep this topic on the forefront of the HRC's mind. She stated that individuals are more likely to be killed by the police because of mental illness than race. She indicated the legislature has a bill that requires training for police in this area. The bill is sponsored by Senator John Marty (SF 2753). She would like to keep this topic as an option for a future dialogue or educational panel.

### **ADJOURNMENT**

There being no further business before the Commission, Commissioner Hodkinson moved to adjourn. Commissioner Chen seconded the motion. The motion was approved unanimously. The meeting adjourned at 7:55 p.m.



**SHOREVIEW PLANNING COMMISSION  
MEETING MINUTES  
April 26, 2016**

**CALL TO ORDER**

Vice Chair Brian McCool called the April 26, 2016 Shoreview Planning Commission meeting to order at 7:00 p.m.

**ROLL CALL**

Vice Chair Brian McCool stated that he will be acting as Chair in the absence of Chair John Doan. The following Commissioners were present: Commissioners Ferrington, Peterson, Solomonson, Thompson and Wolfe.

Chair Doan was absent.

**APPROVAL OF AGENDA**

MOTION: by Commissioner Peterson, seconded by Commissioner Thompson to approve the April 26, 2016 Planning Commission meeting agenda as presented.

**VOTE:**                                      **Ayes - 6**                                      **Nays - 0**

**APPROVAL OF MINUTES**

MOTION: by Commissioner Peterson, seconded by Commissioner Solomonson to approve the March 22, 2016 Planning Commission meeting minutes, as presented.

**VOTE:**                                      **Ayes - 5**                                      **Nays - 0**                                      **Abstain - 1 (Thompson)**

Commissioner Thompson abstained, as she did not attend the March 22, 2016 meeting.

**REPORT ON CITY COUNCIL ACTIONS**

City Planner Kathleen Castle reported that the City Council approved the Site and Building Plan for the Dairy Queen application. Also, the Final Plat and PUD for Elevage was approved.

Commissioner Ferrington noted that affordable units were added to the Elevage development. Ms. Castle explained that Ramsey County requested and will provide funding for up to four affordable units to which Elevage agreed. These units would be available to families with 80% income of the AMI, or just over \$55,000 for a family of four.



## **NEW BUSINESS**

### **SITE & BUILDING PLAN REVIEW**

**FILE NO:** 2613-16-12  
**APPLICANT:** MIDLAND TERRACE / CLASSIC CONSTRUCTION  
**LOCATION:** 3575, 3545 OWASSO STREET

#### **Presentation by Senior Planner Rob Warwick**

Midland Terrace consists of 10 building with 42 units in each building. The development is spread over approximately 80 acres, which includes the wetland known as Lake Shoreview. There are 11 detached garages in the complex. The proposal is to remove two garages and replace them with the same number of 22 parking stalls. There is approximately 84,000 square feet of parking area around the garages that would be repaved, and new concrete curb and gutter installed around the perimeter of the parking area. Surmountable curb will be used along the west, and barrier curb will be used in the remainder of the project. The exterior of the garages will have a shingled, hip roof with vertical cedar siding on the long sides of the buildings to compliment the apartment buildings. The short sides of the garage buildings will be concrete block. The same design used for a new garage in 2013 is being used.

The land use designation for this property in the Comprehensive Plan is high density residential, 8 to 20 units per acre. Adjacent land uses include the railroad to the north, light industrial to the east, low density residential to the south and institutional across Victoria Street to the west.

This complex was approved in 1967. There was no formal PUD designation, but the PUD concept was used during approval for the 10 apartment buildings, 11 detached garage buildings and future retail development in the northwest corner of the complex all on a single site. No setbacks were required at the time of approval.

There are currently 244 indoor parking stalls, which is less than the 420 required by current Code. The 1967 approval included a total of 745 stalls with 210 enclosed stalls. The proposal does not change the amount of parking provided. There is also no change to impervious surface. The maximum impervious surface allowed is 65%; the complex has approximately 60%.

Storm water flows directly to the pond. The paving project will allow drainage to be modified. Storm water management practices that would fit this site include filter strips and/or a wetland buffer, which better complies with current City standards.

Notice of the proposal was sent to property owners within 350 feet of the property. The Fire Marshall had no comment. No public comments were received. A permit is not required from the Ramsey Washington Metro Watershed District.

Staff finds the proposed improvements to be consistent with the policies of the Comprehensive Plan and recommends the proposal be forwarded to the City Council for approval.



Commissioner Ferrington asked if the garage design includes an enclosure for the trash receptacles. Mr. Warwick explained that the photo used for this presentation is an old one. In 2013, when the new 31-stall garage was constructed, one stall was dedicated for dumpster storage.

Commissioner Solomonson asked if future requests for upgrading buildings would address the lot lines within the site and the fact that there are buildings that straddle lot lines. Mr. Warwick stated that one requirement could be a re-plat of the property to reflect one principal building per lot. Another possibility would be to re-plat the property into a single parcel with rezoning to PUD.

Commissioner Solomonson noted that the property currently has 1.7 stalls per unit. Code requires 2.5 stalls per unit. He asked if there are any parking issues with the current amount of parking provided.

Commissioner McCool echoed Commissioner Solomonson in requiring the property to be replatted, if there should be further improvements in order to address the lot lines. He expressed concern about the direct drainage of storm water to the pond and asked if storm water will actually use the proposed infrastructure. Mr. Warwick stated that over 50% of runoff from the parking areas flows to the street. The remainder flows to the pond. Several years ago a filtration basin was constructed to capture sediment in runoff from the parking area. That basin has become a problem with water standing and the grass dies. Filter strips along the edge of the pond would prevent sediment and nutrients from entering the water. That would be at the expense of lawn area, which residents enjoy. The existing water patterns will remain. As water flows to the curb cuts, it enters the catch basins installed one of which will be replaced.

Commissioner asked if ultimately all the water eventually flows to the pond. Mr. Warwick answered that it does.

**Mr. Max Segler**, Tycon Companies, 321 University Avenue, Minneapolis, responded to questions by Commissioners:

- Trash enclosures are now located just outside the garages. The new garage will be similarly designed.
- He acknowledged a waiting list for inside parking stalls usually in the winter. Generally, residents do not want to pay the extra for inside stalls in the summer. There are no complaints regarding surface parking. There is no parking on the street. Management believes parking is adequate.
- There is discussion about future work on the site. It is difficult to re-plat, as the mortgage companies require the plats for collateral. It is complicated to move boundaries.
- The infrastructure for storm water that will be constructed in conjunction with the City is 42 feet long, 16 feet wide. There are baffles the whole length to filter out sediment and nutrients, so that clean water flows into the lake.



- Efforts will be made to increase the amount of storm runoff going to the City sewer.

Commissioner Ferrington noted that when Lakeview Terrace was upgraded, overflow parking was negotiated to be within Midland Terrace parking. She asked if any difference has been noticed for Midland Terrace with this arrangement. **Mr. Segler** stated that there has been no problem.

Commissioner Peterson thanked Mr. Segler and the owner for the reinvestment upgrade and the good maintenance of the complex.

**MOTION:** by Commissioner Solomonson, seconded by Commissioner Peterson to recommend the City Council approve the Site and Building Plan review application submitted by Terrace Apartments Company to demolish two existing garages and construct two new garages north and south of the apartment building at 3545 Owasso Street.

This approval is subject to the following:

1. This approval permits the construction of two 4,900 square foot garages to be used for tenant vehicle parking north and south of the apartment building at 3545 Owasso Street.
2. Approval of the final grading, drainage and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practices used for treatment of storm water runoff.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Residential (8-20 units per acre) land use of the Comprehensive Plan.
2. The proposed development complies with the standards identified in the City's Development Code.
3. The proposed improvements meet the spirit and intent of the Comprehensive Plan and the Development Code.
4. The improvements further the goals outlined in the Housing Chapter of the Comprehensive Plan regarding neighborhood reinvestment and housing maintenance.

**VOTE:**                      Ayes - 6                      Nays - 0



## MISCELLANEOUS

### Council Meetings

Commissioners Peterson and McCool will respectively attend the May 2, 2016 and May 16, 2016 City Council meetings.

### Discussion Items Presented by City Planner Kathleen Castle

**Beekeeping Ordinance:** Ms. Castle stated that many questions were raised at the recent beekeeping workshop. Mr. Gary Reuters, University of Minnesota Bee Lab, was unable to attend. Ms. Castle will follow up with him on the questions asked. The group would like to go to the bee lab and talk more about beekeeping in the back yard and see an actual hive.

**Building Height:** Consideration is being given to modifying City regulations regarding height restrictions. Many development proposals exceed the maximum height now allowed at 35 feet across all zones. Height can be increased only if the minimum setback is increased by the same number of feet. Currently, City Code restricts height to the capability of the Fire Department, which is no longer a concern because of staff training and because taller buildings have fire suppression system.

There are three recommended provisions:

1. Increase maximum height in all districts except the R1, Single-Family Residential and R2, Attached Residential Districts:
  - The height for the R3 District is proposed to be 40 feet or 50 feet if the site is adjacent to I-694 or I-35W. The 40 feet is based on what has been permitted in newer residential complexes. The height of 40 feet would permit three stories with a hip roof.
  - The C1, Limited Retail and C2, General Commercial would be changed to a maximum of 45 feet to permit four stories.
  - Office, Business Park and Industrial zones would be allowed 55 feet or a 5-story building, or 65 feet (six-story building) adjacent to I-694 and I-35W.

In all instances there would be more flexibility for a site that is adjacent to I-694 or I-35W.

Commissioner McCool asked the rationale for the larger setbacks required for increased heights. Business Park, Industrial and Office often build buildings that are attractive and would look nice closer to the street. Ms. Castle stated that the current setback for Business Park is 75 feet. Staff will look further into this question.

Commissioner Solomonson stated that he would like to see a tiered system for buildings that are located closer to low density residential areas.

2. Establish minimum structure setback and height transition area when multi-family residential development adjoins property zoned for low density residential. Because multi-



family and single-family are both residential, the Code does not have a specified setback. Propose minimum structure setback of 30 feet. The transition area is where a tiered height could be implemented with a maximum of 40 feet in height.

One question is whether height can be increased along arterial roads, such as Highway 96 and Lexington. Staff proposes that once a development is out of a transition area, the maximum height can be used. The required setback for R3 in the Code is 75 feet and already creates a buffer to residential.

Commissioner Solomonson suggested that “adjacent to the freeway” needs to be specifically defined. His concern is the transition area adjacent to low density residential.

Chair McCool stated that a 40 foot of setback is required for a commercial building with a 50 foot in height; he would like to see the same setback applied from residential. Ms. Castle responded that the minimum structure setback can be increased, or the transition area can be increased.

Commissioner Ferrington agreed that adjusted requirements are to protect single-family homes. One of the main issues is for the transition from R3 to R1 not be too abrupt. She asked why there is a 50-foot setback from arterial roads. Ms. Castle stated that there are greater setbacks required on arterial roads already for Office and Industrial. Whether a side or rear setback, the greater restriction would apply.

Commissioner Peterson stated that it is assumed businesses and industrial will be unattractive, but the water treatment facility would not look out of place in a residential area. A tiered system in transition areas makes sense. Building construction standards make all buildings more acceptable than in the past.

Commissioner Solomonson noted that other cities allow higher residential buildings. Ms. Castle stated that generally on residential sites, the 35-foot height requirement is adequate. Multi-family residential varies, and many other communities allow taller structures than in Shoreview.

3. Improve landscape and screening requirements when higher density residential and non-residential uses abut low and medium density residential land uses. When non-residential is adjacent to residential, a 20-foot buffer is currently required. Landscaping, fencing or berming could be used. A minimum height of 6 feet for trees and fences. Plantings must be 6 feet for evergreens; deciduous trees are 2.5 inch caliper; ornamental trees are 1.5 inch caliper.

Commissioner McCool stated that he would like the Commission and City Council to have flexibility with landscaping requirements in order to address specific circumstances to maintain privacy.

Commissioner Solomonson stated that the intent of screening needs to be defined. Residents seem to expect landscaping to block new construction from view. The ordinance needs to be clear that the purpose of landscaping is to mitigate the impact but not necessarily block the view.



**Parking:** Ms. Castle stated that this issue comes up with all multi-family developments. Parking ratios are defined by the zoning district and by specified uses in those districts. The City can change regulations to reduce the parking required under certain criteria. One chart shows a range of 1 stall per dwelling unit at Scandia Shores to 2 stalls per dwelling unit at Applewood Point. In surveying multi-family developments in the City, it was found that most believe they have adequate parking with the exception of Meadowlands. Developers were also surveyed and it was found that in general, they believe adequate parking is less than what is required by the City. Developers are careful to not over develop or under develop parking. Too much parking does not add value to a development.

In comparison to other communities, Shoreview's requirements are at the high end. Many communities regulate parking according to the number of bedrooms in dwelling units. Ms. Hill noted that the data presented for commercial is general retail. However, many cities have pages of regulations that define parking requirements in terms of specific retail use.

Ms. Castle referred to a national parking study that was done by the Institute of Transportation Engineers. Sites are studied to determine parking needs according to land uses. Their data show that the range of parking provided for multi-family developments is 0.59 stalls per unit to 1.4 stalls. Ratios include guest parking.

Commissioner Solomonson stated that he would like to know if the data presented meets the parking needs most of the time.

Commissioner Ferrington noted that most regulations are based on the number of bedrooms while Shoreview's requirements are based on units. Regulation per unit may underestimate the need based on the number of bedrooms.

Commissioner McCool stated that he would like to see the City further define in Code parking needs for specific uses. He would prefer using bedrooms as a basis for determining parking rather than units. He referred to the regulations of Fridley and Woodbury that he likes. He would prefer to err on the high side so that multi-family developments do not push parking into neighborhoods. Commercial needs are vastly different depending on the use, and there needs to be flexibility for parking requirements. He also would like a review of size of parking stalls and drive aisles between rows of stalls.

Commissioner Peterson stated that all circumstances are different and each application will have to be looked at in terms of specific needs.

Commissioner Solomonson stated that he believes Shoreview's requirement of 2.5 spaces per unit is too high.

Addressing parking regulations will be divided into two areas--residential and commercial. Ms. Castle would like to address residential first and have new regulations in place within a few months.



## **ADJOURNMENT**

MOTION: by Commissioner Ferrington, seconded by Commissioner Peterson, to adjourn the meeting at 8:55 p.m.

VOTE: Ayes - 6 Nays - 0

ATTEST:

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Kathleen Castle  
City Planner



**PARKS AND RECREATION COMMISSION  
MINUTES  
APRIL 28, 2016  
COUNCIL CHAMBERS – CITY HALL**

**CALL TO ORDER**

Park and Recreation Commission Chair Tom Lemke called the April 28, 2016 meeting of the Park and Recreation Commission to at 7:00 PM.

**ROLL CALL**

Commission members present: Athrea Hedrick, Linda Larson, Catherine Jo Healy, Carol Jauch, and Tom Lemke. Newly appointed Commission members Matt Cisneros and Jean Kiehnbaum were also introduced and were in attendance.

Members absent: Charlie Oltman and Craig John.

Others Present: Terry Schwerm City Manager.

**APPROVAL OF MINUTES**

Linda Larson moved and Athrea Hedrick seconded the approval of the minutes from the February 8, 2016 minutes. Motion was adopted 7-0. There was no March meeting.

**REVIEW PLANS FOR WILSON PARK IMPROVEMENTS**

City Manager Schwerm discussed the 2016 Capital Improvement Program (CIP) which includes the replacement or rehabilitation of the playground equipment at Wilson Park as well as the addition of a park shelter. This capital improvement was actually supposed to have occurred in 2012 but was delayed because of higher funding priorities in the CIP.

There was discussion of the possible redesign of the park and the relocation of the playground area. This relocation was for the purpose of better access and visibility from the ball fields and to move the playground away from the residential homes that are in close proximity to that area. There was also discussion of the soil makeup of the park and what areas within the park would support the playground equipment. There was also some discussion of whether the current playground equipment could be rehabilitated or if new equipment was going to have to be purchased. City staff is recommending the replacement rather than try to repair and rebuild the equipment. City staff has recently hired WSB Associates to prepare plans for the playground replacement and picnic shelter. Some preliminary plans for the park were submitted by WSB. It was suggested that either the May or June meeting of the Park and Recreation Commission be held at the park along with inviting the neighbors to discuss the needs and wants of the neighborhood and for the commission to do a walk-through of the park. Playground proposals would be presented and reviewed at that meeting.



## **REVIEW OF 2015 PARKS AND RECREATION ANNUAL REPORT**

Schwerm distributed copies of the 2015 Parks and Recreation Annual Report to the Commission. He highlighted several areas including another good year for the Community Center with very high daily admission revenues. He did note that membership revenue had decreased slightly due in part to increased competition in the area from other fitness facilities. He also highlighted several successful program areas including Summer Discovery and Aquatics areas with increased revenues. Fitness class revenue declined slightly in 2015, but hopefully will rebound some in 2016. Schwerm encouraged Commission members to read through the report and he would be happy to answer any questions that they have.

## **UPDATE ON COMMUNITY CENTER EXPANSION AND COMMONS MASTER PLAN PROJECT**

Schwerm indicated that the Council had recently discussed their Council goals for 2015-2016 and during that review Councilmembers indicated their desire to continue to explore the potential for the Community Center expansion. He noted that the preferred expansion plan that was part of the 2014 expansion study involved a two story expansion off of the gym area. The expansion would allow for a larger indoor playground expansion into the current gym activity room and then provide flexible programming space on both the upper and lower levels of City Hall. He noted that the expansion would also include the provision of expanded family changing areas and potentially an outdoor water play area. Staff is seeking a proposal from BWBR Architects who designed the original community center building, as well as the expansion in the early 2000's to submit a proposal for continuing this work.

## **STAFF REPORT**

City Manager Schwerm discussed the planned redevelopment of the Lake Owasso County Park. The Ramsey County Parks and Recreation Department is seeking grant funding for this project and has requested the City's support. He presented a preliminary plan for the redevelopment of the park since it is included as part of the grant application. The preliminary plan includes a new restroom building and picnic shelters added along with a new sand volley ball court. A fishing pier and handicap accessible swim area is also shown. Shoreline improvements on both Lake Owasso and Lake Wabasso will be made. If the County receives the grant, construction could occur as early as 2017.

## **COMMISSION REPORTS**

None

## **ADJOURNMENT**

Cathy Jo Healy moved to adjourn at 8:10 pm.



# **DRAFT**

## **Minutes**

### **ENVIRONMENTAL QUALITY COMMITTEE**

**May 23, 2016 7:00 PM**

#### **1. CALL TO ORDER**

The meeting was called to order at 7:05 PM.

#### **2. ROLL CALL**

Members Present: Tim Pratt, Lisa Shaffer-Schrieber, Lynne Holt, Paige Ahlborg, John Suzukida, Susan Rengstorf

Members Absent: Srinivasa Tala, Leslie Sharkey, Kathy Radosevich

Staff Present: Neva Widner

#### **3. APPROVAL OF AGENDA**

The agenda was approved with the addition of the one workplan addition, an update on John's solar research.

#### **4. APPROVAL OF MEETING MINUTES – April 25, 2016**

The meeting minutes were approved with no changes.

#### **5. BUSINESS**

##### **A. Guest Speaker: Marcia Soucheray**

Marcia is a participant of the Master Water Stewards Program, a partnership with Rice Creek Watershed District and the Freshwater Society. She explained her role in the water stewards program and is looking for potential projects within Shoreview to conduct her capstone project.

##### **B. Workplan Tasks**

a. Green Community Awards Update- No applications have been received yet, however three projects have received applications from EQC members and are anticipated to be submitted for this year's Green Community Awards.

b. John S. Solar update- John visited the Crossroads property in Oakdale, an example for a private business installing a solar array. The business owners were very open about sharing their experience, they went forward with the project because it made economic sense and the project was made more affordable by installing the array with in-house resources. The installment has a 6 year return on investment. John is looking into bringing Trevor Drake with CERTs to give a public forum/presentation for Shoreview residents on Community Solar Gardens. Neva will look into room availability towards the end of September.



C. Public Works Update

- a. Development Review: EQC members reviewed and provided recommendations on the North American Banking Company and Odds and Ends Again development applications.
- b. Tree Sale update: Neva updated the EQC on the results of the 2016 City Tree Sale. In total, 73 trees, 48 shrubs, and 15 watering bags were sold this year.

D. Other-none

E. Adjournment -8:30 PM

Next regular meeting – **June 27th, 2016**



**HUMAN RIGHTS COMMISSION  
DRAFT MEETING MINUTES  
May 25, 2016**

**CALL TO ORDER**

Co-Chair Wedell Ueki called the meeting to order at 7:00 p.m. with the following members present:

**Present:**

Samuel Abdullai  
Richard Bokovoy  
Elaine Carnahan  
Sunny Chen  
Mark Hodkinson  
Mary Johnson  
Gene Nichols  
Lisa Wedell Ueki  
Julie B. Williams

**Excused:**

Sabrina Chu

**Absent:**

Eugene Nichols

Also present was Rebecca Olson, Assistant to the City Manager.

**DISCUSSION ON STUDENT REPRESENTATIVES**

Commissioner Hodkinson indicated that the HRC should send a thank you note or some kind of recognition for the two student representatives for their service to the City. Ms. Olson stated that she will print up certificates for each of them and have the Mayor sign them. She indicated that the students would also be invited to the annual Volunteer Recognition Dinner held in the fall.

**APPROVAL OF MINUTES**

Commissioner Hodkinson stated that he will follow up next month with his contact at Incarnation Church as they are in the process of hiring someone currently. Commissioner Williams made a correction to the minutes of April 25, 2016. On page one under **ACTION PLANNING UPDATE** the word "church" should have a capital "C". Commissioner Wedell Ueki stated that the name "Mulholland" should be spelled "Milholland". Commissioner Williams then moved that the Minutes of April 25, 2016 be approved with those changes. Commissioner Johnson seconded the motion. The motion was adopted unanimously and the minutes were approved as amended.

**UPDATE ON INEZ MILHOLLAND DOCUMENTARY**

Commissioner Wedell Ueki gave an update on the 'Votes for Women' film fest the commission is co-sponsoring with the Roseville Human Rights Commission, League of Women Voters, and Harriet G. Walker DAR Chapter. She stated that they have confirmed Mary Jo McGuire as the speaker for the event. Commissioner Hodkinson had reached out through his contact with Senator Amy Klobuchar's office, and her staff indicated that she was unable to commit that far in advance. A similar response was received from Representative Betty McCollum's office. He



stated that he will invite both Congresswomen to attend the event, and if they are able to, they would be allowed to speak.

Commissioner Wedell Ueki went over the proposed agenda for the film fest.

### **Votes for Women Film Fest**

Thursday, August 18

7:00 to 8:30 p.m.

Roseville Library

2180 Hamline Ave. N.

Roseville, MN 55113

- One Fine Day <https://www.youtube.com/watch?v=8BFXfvP0dH4> ....photo montage....running prior to 7:00 p.m.
- Welcome – League of Women Voters, Rita Mills, and Harriet G. Walker DAR Chapter, Sarah Murphy
- Votes for Women DVD (20 min.) movie
- Intro to Inez Millholland, Roseville HRC, Wayne Groff
- Inez Milholland, Forward Into Light (15 min.) movie
- Featured speaker....Mary Jo McGuire, Ramsey County Commissioner (up to 30 minutes)

Ms. Olson stated that she would be putting together a flyer and other marketing materials for the event since Roseville did not have the capability to do so.

### **ANNUAL REPORT**

Commissioner Williams provided several amendments to the annual report. The changes included:

- Page 3 – Review Chapter 363 and update any areas that may need updating
- Throughout the document – place a comma after the year when in date format in a sentence
- Be consistent with capitalization with Poster Contest and Essay Contest
- Page 7 – reword sentence to read “...timely issues with which law enforcement and communities were dealing.”
- Page 7 – reword sentence to read “City of Shoreview staff made car magnets to commemorate the...”
- Page 8 – delete the word “along”. Delete the word “onto”

Ms. Olson stated she would incorporate those changes into the final document. Commissioner Williams then moved to approve the 2015 Annual Report as amended and submit for review to the City Council. Commissioner Bokovoy seconded the motion. The motion was approved and the Annual Report as amended will be submitted to the City Council.



### **OTHER**

Commissioner Carnahan mentioned that we needed to start planning for the Slice of Shoreview. The Commission asked Ms. Olson to review the cost of last year's bookmarks that advertised the Selma event. They felt that having something to hand out was beneficial as it slowed them down, and allowed them to hand out the candy and cards. The cards also helped to identify them as the Human Rights Commission. Ms. Olson stated that she would submit the parade application, take care of ordering the candy and look into the cost for cards this year. These cards can be used to help promote the 'Votes for Women' film fest.

Ms. Olson said she would forward information on the Slice of Shoreview to Commissioner Chen. Commissioner Chen would then forward that information onto the Diversity Council at her high school, in hopes of getting students to participate in the parade. The Commission also thought it would be a good idea to ask those students if they would make a banner sign that read "Shoreview Human Rights Commission" as it would serve to identify them in the parade.

The Commission also discussed the need to find a car or a wagon to hold the candy. The car that they had previously used belonged to Commissioner Minton who was no longer a member. Commissioner Carnahan stated that it might be possible to use her vehicle.

### **ADJOURNMENT**

There being no further business before the Commission, Commissioner Abdullai moved to adjourn. Commissioner Bokovoy seconded the motion. The motion was approved unanimously. The meeting adjourned at 7:42 p.m.



## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the following payment of bills as presented by the finance department.

Date	Description	
05/18/16	Accounts payable	\$327,478.18
05/19/16	Accounts payable	\$12,700.00
05/23/16	Accounts payable	\$100,422.88
05/25/16	Accounts payable	\$214,863.45
05/26/16	Accounts payable	\$4,926.50
05/27/16	Accounts payable	\$133,929.71
06/02/16	Accounts payable	\$153,431.26
06/02/16	Accounts payable	\$319,950.01
	<b>Sub-total Accounts Payable</b>	<b>\$ 1,267,701.99</b>
05/27/16	Payroll (including direct deposits)	\$173,521.81
	<b>Sub-total Payroll</b>	<b>\$ 173,521.81</b>
	<b>Total</b>	<b>\$ 1,441,223.80</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ASSOCIATION OF RECYCLING MANAG	ARM 2016 ANNUAL WORKSHOP- N. WIDNER	101	42050	4330				\$10.00	\$35.00
		101	42050	4500				\$25.00	
BLACKLEDGE, CORRINE	RSV# 1241931 REFUND REFUND	220	22040					\$25.00	\$25.00
BRADLEY & DEIKE, PA	CHARGE TO ELEVAGE TIF ESCROW	101	22020					\$576.00	
BRADLEY & DEIKE, PA	GENERAL ECONOMIC DEVELOPMENT	240	44400	3190				\$126.00	\$126.00
BRADLEY & DEIKE, PA	CHARGE TO KOWALSKI'S ESCROW	101	22020					\$126.00	\$126.00
CAMPANARO, PAT	REFUND CLOSING OVRPYT-1025 CHATSWORTH PL	601	36190			003		\$65.00	\$65.00
COMMERCIAL FURNITURE SERVICES	REPLACEMENT KEYS FOR DESK & CABINETS	220	43800	2240		001		\$280.50	\$280.50
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 05-13-16	101	21720					\$9,758.97	\$9,758.97
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 05-13-16	101	20420					\$156.50	\$156.50
CURTIS, SHONTE	RSV# 1241956 REFUND REFUND	220	22040					\$25.00	\$25.00
DEBORAH A. SORENSON, D.C.	NEW EMPLOYEE PERSONALYSIS TRAINING	101	40500	4500		010		\$140.00	\$420.00
		101	42050	4500				\$140.00	
		220	43800	4500				\$70.00	
		101	44100	4500				\$70.00	
DERMODY, JAYSA	CREDIT BALANCE REFUND REFUND	220	22040					\$184.00	\$184.00
DOERRER, ANNE	RSV# 1241939 REFUND REFUND	220	22040					\$50.00	\$50.00
DYNAMEX INC	DELIVERY TO EAGAN POST OFFICE - 4-28-16	601	45050	3220		001		\$27.37	\$54.75
		602	45550	3220		001		\$27.38	
ENGBLOM, DEBRA R.	REIMBURSE JURY DUTY MILEAGE/ENGBLOM	101	38890					\$21.87	
FORESTRY SUPPLIERS INC	TREE SALE ITEMS AND FLAGGING	101	34781					\$283.59	\$283.59
GEBRETSADIK, MENDEREN	RSV# 1241911 REFUND REFUND	220	22040					\$250.00	\$250.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 05-13-16	101	20431					\$698.02	\$698.02
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS:05-13-16	101	20418					\$6,075.00	\$6,075.00
GONZALI-LEE, EDITH	REFUND CLOSING OVRPYMT - 941 SCENIC DR	601	36190			003		\$125.00	
GORDON, TANIA	RSV# 1241964 REFUND REFUND	220	22040					\$25.00	\$25.00
GREAT LAKES HIGHER ED GUARANTY	61-3073149	101	20435					\$228.54	\$228.54
GROVE, JOSH	REFUND CLOSING OVRPYMT-209 COLLEEN AVE	601	36190			003		\$385.89	\$385.89
HAMEL, MARY	RSV# 1241968 REFUND REFUND	220	22040					\$25.00	\$25.00
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001		\$964.73	\$964.73
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$211.60	\$211.60
HEIR, LINDA	RSV# 1240950 REFUND REFUND	220	22040					\$214.25	\$214.25
HILL, NICOLE	TREATS FOR JOINT EDA/EDC/COUNCIL MTG	240	44400	2180				\$9.13	\$9.13
HILL, NICOLE	MILEAGE REIMBURSEMENT TO SEMINAR	101	44100	3270				\$24.19	\$24.19
HOFFARD, THERESA	MILEAGE REIMBURSEMENT	101	40200	4890				\$37.26	\$37.26
HORIZON COMMERCIAL POOL SUPPLY	MOTOR REBUILD	220	43800	2200		003		\$135.00	\$135.00
HORIZON COMMERCIAL POOL SUPPLY	SPA PUMP MOTOR REPLACEMENT	220	43800	2200		003		\$1,123.80	\$1,123.80
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:05-13-16	101	21750					\$5,573.21	\$5,573.21
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:05-13-16	101	20430					\$1,415.00	\$1,415.00
JOHNSON, JAMIE	RSV# 1241955 REFUND REFUND	220	22040					\$25.00	\$25.00
KRAGER, SUSAN	RSV# 1241934 REFUND REFUND	220	22040					\$50.00	\$50.00
LAWRENCE, TAYLOR	RSV# 1241891 REFUND REFUND	220	22040					\$500.00	\$500.00
LENZ, VARLAND	MIND/BODY YOGA	220	22040					\$66.40	\$66.40
LESLEY, MICHELLE	PASS APRESD TYPE: ANNUAL MEMBERSHIPS PA	220	22040					\$10.67	\$10.67
MANLEY, CARLY	RSV# 1241922 REFUND REFUND	220	22040					\$25.00	\$25.00
MARBURY, PRINCESS	RSV# 1241966 REFUND REFUND	220	22040					\$25.00	\$25.00
MATHESON TRI-GAS INC	CO2	220	43800	2160		002		\$106.91	\$106.91
MATHESON TRI-GAS INC	CO2	220	43800	2160		002		\$106.91	\$106.91
METROPOLITAN COUNCIL	SEWER SERVICE-JUNE 2016	602	45550	3670				\$149,121.81	\$149,121.81
MEYER, JAMIE	SPRING 2016 SCHOOLING	601	45050	4500		003		\$437.56	\$875.12
		602	45550	4500		003		\$437.56	



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MEZA, ELIZABETH	RSV# 1241924 REFUND REFUND	220	22040				\$100.00	\$100.00
MILLER, GERALD R	REFUND CLOSING OVRPYMT-400 HARRIET AVE	601	36190			003	\$114.56	\$114.56
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 05-13-16	101	20435				\$141.50	\$141.50
MINNESOTA DEPARTMENT OF AGRICU	TREE SALE NURSERY STOCK DEALER CERT.	101	42050	4330			\$300.00	\$300.00
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: APRIL 2016	220	21810				\$11,945.87	\$13,412.00
		701	46500	2120		003	\$29.00	
		601	21810				\$1,422.00	
		101	40550	2180		007	-\$10.31	
		220	43800	2140			\$1.45	
		220	43800	2180		006	\$16.20	
		220	43800	3610			\$8.46	
		101	40550	2180		007	-\$3.37	
		225	43535	2170		002	-\$0.07	
		240	44400	2180			-\$0.23	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT:APRIL 2016	101	20802				\$987.42	\$962.42
		101	34060				-\$25.00	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 05-13-16	101	20420				\$36.00	
MINNESOTA REVENUE	ID #L2033553984	101	20435				\$147.59	\$147.59
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$471.50	\$471.50
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$314.80	\$314.80
MONSON, SILVIA	RSV# 1241937 REFUND REFUND	220	22040				\$25.00	\$25.00
MOTION TECHNOLOGY, INC.	WAVE CAFE AUTOFRYER PARTS	220	43800	2590		002	\$686.29	\$686.29
NYBERG, DANIEL OR MARINA	REFUND CLOSING OVRPYMT-3285 EMMERT ST	601	36190			003	\$215.68	\$215.68
NYCO INC	PIPE INSULATION GYM &MECHANICAL ROOM	220	43800	3810		004	\$1,400.00	\$1,400.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC AND CITY HALL	220	43800	3190		004	\$169.39	\$169.39
PMA FINANCIAL NETWORK, INC	MARCH 2016 BANK FEES	101	40500	4890		004	\$131.11	\$131.11
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001	\$490.00	
		601	45050	3220		001	\$490.00	
PRECISION REMODELING	GARAGE & ST RED 811 TANGLEWOOD RES 16-43	101	22020				\$2,500.00	\$2,500.00
PROSKIM LLC	WATERMEAL/DUCK WEED SKIMMER FOR PONDS	701	46500	5800			\$6,950.00	\$6,950.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 05-13-16	101	21740				\$31,605.54	\$31,605.54
PULTE HOMES	GRADE/TREES RED 1179 BUCHER RES 16-43	101	22025				\$1,000.00	\$2,000.00
		101	22020				\$1,000.00	
PULTE HOMES	GRADE/TREES RED 1218 BUCHER RES 16-43	101	22025				\$1,000.00	
		101	22020				\$1,000.00	\$2,000.00
PULTE HOMES	GRADE/TREES 1178 WOODCREST AVE RES 16-03	101	22025				\$1,000.00	
		101	22020				\$1,000.00	\$2,000.00
PULTE HOMES	GRADE/TREES 5946 WOODCREST WAY RES 16-03	101	22025				\$1,000.00	
		101	22020				\$1,000.00	\$2,000.00
PULTE HOMES	GRADE/TREES 5952 WOODCREST WAY RES 16-43	101	22025				\$1,000.00	
		101	22020				\$1,000.00	\$2,000.00
PULTE HOMES	GRADE/TREES 5958 WOODCREST WAY RES 16-43	101	22025				\$1,000.00	
		101	22020				\$1,000.00	\$2,000.00
RAINEY, DIANA	AQUATICS - LEVEL 2	220	22040				\$20.00	\$20.00
RAMSEY COUNTY	AUDIT/MAJOR TX PAYER/OVERLAPPING DEBT	101	40500	4890		003	\$95.00	
RECREATION SUPPLY COMPANY	LOUNGE CHAIRS	220	43800	2200		002	\$1,740.00	\$2,735.50
		220	43800	2180		004	\$995.50	
RICOH USA, INC.	LEASE: 6502 COPIER/5-21 TO 6-20-16	101	40200	3930		002	\$1,947.00	\$1,947.00
ROYAL TEXTILE MANUFACTURING	ASSOCIATE CUSTODIAN UNIFORM SHIRTS	220	43800	3970			\$410.78	\$410.78
SCHUBA, VICKI	TBALL LEAGUE (AGE 4-5)	220	22040				\$55.00	\$55.00
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-REPLACEMENT FIXTURE	604	42600	3810		001	\$950.00	\$950.00



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
SIGNATURE LIGHTING INC	MOVE FEED POINT LEXINGTON/GRAMSIE	487	47000	5950			\$737.63	\$737.63
SORNOS, MARIA	RSV# 1241949 REFUND REFUND	220	22040				\$25.00	\$25.00
SYSO FOOD SERVICES OF MN, INC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$538.20	\$538.20
THIBODEAU, ELLIE	RSV# 1241909 REFUND REFUND	220	22040				\$50.00	\$50.00
THOMPSON CHRISTINE	EROSION RED 4277 BRIGADOON RES 16-43	101	22030				\$1,000.00	\$1,000.00
TOKLE INSPECTIONS INC	INSPECTION SERVICES MAY 2016	101	44300	3090			\$1,756.00	\$1,756.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:05-13-16	101	21710				\$24,322.60	\$61,255.36
		101	21730				\$29,932.46	
		101	21735				\$7,000.30	
TRUHLAR, AMY	MILEAGE TO MEETINGS	101	40200	4890			\$37.26	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:05-13-16	101	20420				\$43.00	\$43.00
VANCO SERVICES	APRIL FITNESS INCENTIVE PROCESSING FEE	220	43800	3190		003	\$166.25	\$166.25
WALSETH, DANIEL OR KELLY	REFUND CLOSING OVRPYMT - 555 EMIL AVENUE	601	36190			001	\$125.00	\$125.00
WATER SAFETY PRODUCTS INC	FIRST AID MASKS	220	43800	2200		001	\$211.80	\$211.80
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$148.66	\$148.66
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$837.94	\$837.94
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$539.14	\$627.30
		101	40800	2180			\$88.16	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$53.50	
WERR, DAVID	REFUND CLOSING OVRPYMT-1707 LOIS DR	601	36190			003	\$120.00	\$120.00
WESOLOWSKI, TOM	PROFESSIONAL REGISTRATION RENEWAL	101	42050	4330			\$122.00	\$122.00
WILBORN, WILLAR	RSV# 1241960 REFUND REFUND	220	22040				\$25.00	\$25.00
ZEWERS, JUDITH	RSV# 1239912 REFUND REFUND	220	22040				\$100.00	\$100.00
Total of all invoices:							\$327,478.18	



Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
SHOREVIEW SENIOR LIVING	EROS & ASBUILT 4710 CUMBERLAND RES 16-43	101	22030				\$7,200.00	
		101	22025				\$5,500.00	\$12,700.00
						Total of all invoices:		\$12,700.00



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
A & L SUPERIOR SOD, INC	BOX OF 1,00 STAPLES FOR SOD REPAIR	101	42200	2180		001		\$45.50	
A & L SUPERIOR SOD, INC	SOD FOR N. OWASSO TRAIL REPAIR	101	43450	2250		001		\$472.80	\$472.80
A & L SUPERIOR SOD, INC	PALLET RETURN DEPOSIT	101	43450	2250		001		-\$60.00	-\$60.00
CARLSON, WADE	REFUND DUPLICATE PAYMENT-171 GALTIER PL	601	36190			003		\$178.10	\$178.10
COMMERCIAL ASPHALT CO	ASPHALT FOR LEXINGTON TRAIL AND N OWASSO	101	43450	2250		002		\$7,267.04	\$7,267.04
EARTHBEND	TRENDMICRO A/V SUBSCRIPTION	101	40550	3860		006		\$1,410.00	\$1,410.00
FOLLETT, DON	REFUND CLOSING OVRPYMT-3772 RUSTIC PLACE	601	36190			003		\$117.66	\$117.66
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 05-20-16	101	20431					\$2,475.50	\$2,638.00
		101	20432					\$162.50	
HEDGER, KIMBERLEY AND JON	REFUND CLOSING OVRPYMT-3275 OWASSO HTS	601	36190			003		\$6.86	\$6.86
HUGO EQUIPMENT COMPANY	SPINDLE ASSEMBLY FOR Z-MOWER	701	46500	2220		003		\$275.95	
KELLY & LEMMONS, P.A.	APRIL 2016 LEGAL FEES	101	40600	3020				\$4,538.79	\$8,517.32
		101	40600	3030				\$3,978.53	
KREBSBACH, JAQUELINE	SLICE COORDINATOR 1ST INSTALLMENT	270	40250	3190		007		\$3,300.00	
LEAGUE OF MN CITIES INS TRUST	2015/16 WORKERS' COMP 3RD INSTALLMENT	101	40100	1510				\$30.74	\$37,413.50
		101	40200	1510				\$474.13	
		101	40210	1510				\$266.68	
		101	40300	1510				\$10.75	
		101	40400	1510				\$113.47	
		101	40500	1510				\$518.87	
		101	40550	1510				\$220.69	
		101	40800	1510				\$124.47	
		101	42050	1510				\$672.07	
		101	42200	1510				\$5,181.90	
		101	43400	1510				\$1,508.61	
		101	43450	1510				\$300.67	
		101	43710	1510				\$4,418.10	
		101	43900	1510				\$96.98	
		101	44100	1510				\$508.62	
		101	44300	1510				\$128.47	
		210	42750	1510				\$44.24	
		220	43800	1510				\$4,053.94	
		225	43400	1510				\$1,540.35	
		225	43510	1510				\$85.48	
		225	43520	1510				\$936.50	
		225	43530	1510				\$1,097.71	
		225	43535	1510				\$1,508.61	
		225	43555	1510				\$642.33	
		225	43560	1510				\$468.88	
		225	43580	1510				\$121.47	
		225	43590	1510				\$398.64	
		230	40900	1510				\$56.24	
		240	44400	1510				\$68.73	
		241	44500	1510				\$76.73	
		601	45050	1510				\$4,062.69	
		602	45550	1510				\$3,331.63	
		603	45850	1510				\$2,757.53	
		603	45900	1510				\$30.74	
		604	42600	1510				\$62.23	
		701	46500	1510				\$1,493.61	
LODERMEIER, ROBERT	REFUND CLOSING OVRPYMT-5902 ALAMEDA ST	601	36190			003		\$12.58	\$12.58



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MADBROOK CONSTRUCTION CO	REFUND CLOSING OVRPYMT-423 MAPLE LANE	601	36190			003	\$13.25	\$13.25
MALLOY, MONTAGUE, KARNOWSKI,	2015 AUDIT PROGRESS BILLING THRU 4/30/16	101	40500	3190		001	\$10,326.80	\$23,470.00
		601	45050	3010			\$6,571.60	
		602	45550	3010			\$6,571.60	
MARKUS HOMES LLC	REFUND CLOSING OVRPYMT-237230-3	601	36190			003	\$53.84	\$53.84
PRISM TITLE AND CLOSING SERVIC	REFUND CLOSING OVRPYMT-1763 LOIS DR	601	36190			003	\$43.65	\$43.65
QUITTER, JANINE	REFUND CLOSING OVRPYMT-5706 BIRCH TRAIL	601	36190			003	\$39.79	\$39.79
REHBEIN'S BLACK DIRT	BLACK DIRT FOR SOD RESTORATION	101	42200	2180		001	\$120.00	\$120.00
SANDSTROM LAND MANAGEMENT LLC	REPAIR PAVERS AT RICE CREEK FIELDS	101	43710	3190			\$7,124.00	\$7,124.00
ST. PAUL, CITY OF	UTILITY BILL STOCK - 41,000	601	45050	2010		001	\$1,175.51	\$2,351.02
		602	45550	2010		001	\$1,175.51	
STROMME, PETER	REFUND CLOSING OVRPYMT-999 CO RD D W	601	36190			003	\$109.53	\$109.53
THE ROCKIN' HOLLYWOODS	FRIDAY ENTERTAINMENT FOR SLICE	270	40250	3190		001	\$1,925.00	\$1,925.00
UPPER CUT TREE SERVICES INC	WO 16-17 PRIVATE TREE REMOVAL EAB	101	43900	3190		003	\$857.00	\$857.00
UPPER CUT TREE SERVICES INC	WO 16-18 DISEASED TREE REMOVAL EAB	101	43900	3190		003	\$822.72	\$822.72
VERIZON WIRELESS	CELL SERVICE-4/11/16-5/10/16	601	45050	4330			\$25.00	
		101	42050	2010			\$35.00	\$1,897.77
		601	45050	3190			\$400.99	
		454	47000	5950			\$894.96	
		601	45050	3190			\$36.20	
		602	45550	3190			\$36.20	
		101	40200	3210		002	\$469.42	
Total of all invoices:								\$100,422.88



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AARP C/O RICHARD KEY	AARP SMART DRIVER 4HR 05/10/2016	225	43590	3174		003	\$415.00	\$415.00
ADVANCED ENGINEERING AND	WTP CONSTRUCTION SERVICES CP 14-02	454	47000	5910			\$51,371.39	
ADVENTURE PARTNERS LLC	2016 FIELD TRIP EXPO	220	43800	2201		002	\$395.00	\$395.00
ANZALDI, JESSICA	RSV# 1248581 REFUND REFUND	220	22040				\$25.00	\$25.00
ARDEN HILLS, CITY OF	SPORTS INSTRUCTOR REIMBURSEMENT	225	43510	3190		006	\$585.75	\$585.75
BESONEN, KATIE	RSV# 1248554 REFUND REFUND	220	22040				\$500.00	\$500.00
BRYANT, STACEY	RSV# 1248602 REFUND REFUND	220	22040				\$100.00	\$100.00
CHANDONNET, CHRIS	RSV# 1248626 REFUND REFUND	220	22040				\$25.00	\$25.00
COMCAST	DIGITAL/ANALOG SERVICES/MAINTENANCE CTR	101	40200	4890		001	\$7.97	\$7.97
COOK, AMANDA	RSV# 1248608 REFUND REFUND	220	22040				\$25.00	\$25.00
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$287.93	\$287.93
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$8.76	\$8.76
CUB FOODS	SPRING TEA SUPPLIES	225	43590	2174		002	\$168.81	\$168.81
CUB FOODS	SUMMER DISCOVERY STAFF TRAINING	225	43535	2170		002	\$76.09	\$76.09
ERICKSON, JON	TREKKER MCCULLOUGH	220	22040				\$160.00	\$160.00
FERRENCE, STACIE	RSV# 1248610 REFUND REFUND	220	22040				\$25.00	\$25.00
GOLDMAN, KATHY	LEISER BASKETBALL CAMP (GRADES 8&9 - BOY	220	22040				\$88.00	\$88.00
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST	220	43800	2591		003	\$24.20	\$24.20
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
HAGLUND, ANDREA	RSV# 1248561 REFUND REFUND	220	22040				\$50.00	\$50.00
HEINTZ, SARAH	RSV# 1248622 REFUND REFUND	220	22040				\$25.00	\$25.00
HERMES, HEATHER	RSV# 1248573 REFUND REFUND	220	22040				\$50.00	\$50.00
HIGH POINT NETWORKS, LLC	10G SFP+ PATCH CABLES (2)	101	40550	2010		001	\$300.00	\$300.00
HOFMEISTER, DONALD	SOFTBALL UMPIRE MAY 2 & 9	225	43510	3190		001	\$96.00	\$96.00
HORIZON COMMERCIAL POOL SUPPLY	WHIRL POOL FILTER CLEANING	220	43800	2200		003	\$935.00	\$935.00



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
IDEAL ADVERTISING, INC.	TBALL / BASEBALL HAT ORDER	225	43510	2170		008	\$1,348.75	\$1,348.75
IDENTITY STORES, LLC	SUMMER DISCOVERY SHIRTS	225	43535	2170		002	\$1,893.00	\$1,893.00
IDENTITY STORES, LLC	ADVENTURE QUEST SHIRTS	225	43590	2175		002	\$999.20	\$999.20
INGWALSON, JOHN	RSV# 1248628 REFUND REFUND	220	22040				\$25.00	\$25.00
JEFF SMITH LLC	PAYMENT FOR SPRING B SESSION OF TKD	225	43530	3190			\$1,828.45	\$1,828.45
JEWELL, TED W.	SOFTBALL UMPIRE MAY 3,5,10,12	225	43510	3190		001	\$192.00	\$192.00
JOHNSON, ANN	COOKIE SERVICE	220	43800	2591		003	\$23.96	\$23.96
KEDROWSKI, MASAKO	RSV# 1248597 REFUND REFUND	220	22040				\$25.00	\$25.00
LOUGHRIN, NICOLE	TBALL LEAGUE (AGE 4-5)	220	22040				\$65.00	\$65.00
LUCKER, DEBBIE	RSV# 1248568 REFUND REFUND	220	22040				\$25.00	\$25.00
LY, CHEE	RSV# 1248632 REFUND REFUND	220	22040				\$25.00	\$25.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE MAY 5 & 12	225	43510	3190		001	\$96.00	\$96.00
MASTER-LINK SPORTS INC	FITNESS EQUIPMENT REPAIRS	220	43800	3890			\$310.00	\$310.00
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160		002	\$106.91	\$106.91
MATHESON TRI-GAS INC	CO2	220	43800	2160		002	\$106.91	\$106.91
MAYER ARTS, INC	WISH UPON A BALLET SPRING SESSION 2	225	43580	3170			\$1,155.00	\$1,155.00
MEDICA	HEALTH INSURANCE: JUNE 2016	101	20410				\$65,480.75	\$65,480.75
MINNESOTA METRO NORTH TOURISM	APR 2016 HOTEL/MOTEL TAX	101	22079				\$22,965.84	\$21,817.55
		101	38420				-\$1,148.29	
MOUNDS VIEW PUBLIC SCHOOLS	POOL RENTAL FOR LIFEGUARD TRAINING	220	43800	3190		007	\$70.13	\$70.13
MRPA	ATTN: TROY - SOFTBALL TEAM REG SHORTAGE	225	43510	3190		001	\$17.00	\$17.00
ORIENTAL TRADING COMPANY	PRESCHOOL/ADMIN SUPPLIES	225	43555	2170			\$46.47	\$63.72
		101	40210	4890		002	\$17.25	
PARTY AMERICA CORPORATE OFFICE	SPRING TEA SUPPLIES	225	43590	2174		002	\$51.76	\$51.76
PORTER, DANIEL	SOFTBALL UMPIRE MAY 2,5,9,12	225	43510	3190		001	\$192.00	\$192.00
PRESS PUBLICATIONS	10,000 MEMBERSHIP/POOL/PRESS INSERTS	220	43800	2201			\$989.00	\$989.00
QUAM CONSTRUCTION	WATERPROOF MH I694 CP 15-10	425	47000	5910			\$5,415.00	
RAYMOND, TERRY	RSV# 1248587 REFUND REFUND	220	22040				\$25.00	\$25.00
RICHARDSON, JESSICA	RSV# 1248549 REFUND REFUND	220	22040				\$500.00	\$500.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE MAY 3 & 10	225	43510	3190		001	\$96.00	\$96.00
SAARION, CARL	SOFTBALL UMPIRE MAY 3 & 10	225	43510	3190		001	\$96.00	\$96.00
SAM'S CLUB DIRECT	SPRING TEA SUPPLIES	225	43590	2174		002	\$138.38	\$138.38
SHORT, CAPRIA	RSV# 1248615 REFUND REFUND	220	22040				\$25.00	\$25.00
SPRINT	CELL SERVICE - 4/15/16 - 5/14/16	101	40200	3210		002	\$32.57	\$32.57
SRF CONSULTING GROUP INC	I694 WATERMAIN RELOCATE CP 15-10	425	47000	5910			\$6,389.30	\$6,389.30
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003	\$1,074.50	\$1,360.58
		101	43710	3210			\$251.07	
		601	45050	3210			\$35.01	
THE MONITOR	30 DAYS \$35 1/4PG M-SHIP COMO MONITOR	220	43800	2201			\$613.00	\$613.00
TIVOLITOO, INC	DOWNPAYMENT FOR BOAT FLOATABLE REFURBISH	405	43800	5300			\$5,250.00	\$5,250.00
TWIN CITIES PUBLIC TELEVISION	TPT - 50 COMERCIAL SPOTS KIDS PROGRAMS	220	43800	2201			\$1,500.00	\$1,500.00
WENDT, ERIN	RSV# 1248557 REFUND REFUND	220	22040				\$25.00	\$25.00
WENDY'S WIGGLE, JIGGLE AND JAM	PRESCHOOL PICNIC ENTERTAINMENT	225	43555	3190			\$245.00	
WILLIAMS, SHARON	RSV# 1248618 REFUND REFUND	220	22040				\$25.00	\$25.00
XCEL ENERGY	WATER TOWERS:ELECTRIC	601	45050	3610			\$58.79	\$58.79
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610			\$15.02	\$15.02
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610			\$13,240.33	\$13,240.33
XCEL ENERGY	WELLS: ELECTRIC/GAS	601	45050	3610			\$3,869.60	\$4,203.88
		601	45050	2140			\$334.28	
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	101	42200	3610			\$589.49	
XCEL ENERGY	SURFACE WATER:ELECTRIC	603	45900	3610			\$67.85	\$67.85



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
XCEL ENERGY	LIFT STATIONS: ELECTRIC	603	45850	4890		003	\$251.73	\$251.73
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140			\$3,871.31	\$17,684.31
		220	43800	3610			\$13,813.00	
XCEL ENERGY	SIRENS: ELECTRIC	101	42050	3190			\$64.32	\$64.32
XCEL ENERGY	SIREN: ELECTRIC	101	42050	3190			\$18.52	\$18.52
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610			\$2,483.16	\$3,428.95
		701	46500	2140			\$945.79	
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$232.66	
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS:ELEC	101	42200	3610			\$45.84	\$45.84
ZIMNY, FRANK	ALEXANDER RAMSEY HOUSE & LUNCH	220	22040				\$65.00	\$65.00
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<b>Total of all invoices:</b>								<b>\$214,863.45</b>
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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AMAZON.COM	POCKET MICROSCOPES	101	42200	4500				\$23.48	\$23.48
AMAZON.COM	FITNESS ROOM SUPPLIES	225	43530	2170				\$56.38	\$56.38
AMAZON.COM	WOOD BINGO BALLS	225	43590	2174		002		\$38.32	\$38.32
AMERICAN PLANNING ASSOCIATION	APA MN SPRING SEMINAR: HILL	101	44100	4500				\$83.10	\$83.10
AMERICAN RED CROSS-HEALTH & SA	FIRST AID/MCCARTHY-VOGEL	225	43520	2170		001		\$19.00	\$19.00
AMERICAN RED CROSS-HEALTH & SA	CPR/AED: MEJIA/FOSS/TEED/FOSS	220	43800	2180				\$19.00	\$76.00
		225	43520	2170		001		\$57.00	
AMERICAN RED CROSS-HEALTH & SA	CPR/AED: ZHANG/JOHNSON	225	43520	2170		001		\$54.00	
AMERICAN RED CROSS-HEALTH & SA	CPR/AED: JOSLIN	601	45050	4500				\$19.00	\$19.00
C & E HARDWARE	FLOORING KNIFE FOR SIGN SHOP	701	46500	2400		002		\$8.99	\$8.99
CAMBRO MANUFACTURING COMPANY	COMMUNITY CENTER SUPPLIES	220	43800	2180				\$30.72	\$30.72
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190		002		\$139.85	\$139.85
CROWN TECH SOLUTIONS/EBAY	HP HARD DRIVE REPLACEMENTS	101	40550	3860		004		\$400.00	\$400.00
DAIRY QUEEN	CITIZENS ACADEMY SUPPLIES	101	40200	2180				\$40.66	\$40.66
DICKS SPORTING GOODS	QUICK START TENNIS BALLS	225	43510	2170		011		\$129.81	\$129.81
DIGI-KEY ELECTRONICS CORPORATI	POWER SUPPLIES FOR CABLECAST EQUIPMENT	101	40550	2010		001		\$32.61	\$32.61
DOMINOS.COM	SUMMER DISCOVERY MEETING SUPPLIES	225	43535	2170		002		\$33.87	\$33.87
ELECTRONIC EXPRESS.COM/EBAY	DISPLAY MONITOR REPLACEMENT	220	43800	2010		001		\$329.99	\$329.99
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		001		\$108.10	\$108.10
HOLIDAY INN AND SUITES-PHOENIX	NATIONAL CONFERENCE LODGING: CASTLE	101	44100	4500				\$1,290.05	\$1,290.05
INSTITUTE TRANSPORTATION ENGIN	PARKING GENERATION SUPPLIES	101	42050	2010				\$133.00	\$133.00
LEAGUE OF MINNESOTA CITIES	GOVERNMENT CONFERENCE: SCHWERM/JOHNSON	101	40100	4500		004		\$800.00	\$800.00
MENARDS CASHWAY LUMBER **FRIDL	SHOP LIGHT BULBS	701	46500	2183		001		\$23.92	\$23.92
MENARDS CASHWAY LUMBER **FRIDL	BULBS AND BALLAST FOR LIGHTS	701	46500	2183		001		\$28.99	\$28.99
MY CABLE MART	USB TO SERIAL CABLE	101	40550	2010		001		\$16.20	\$16.20
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$15.50	\$15.50
TARGET STORE	GIFT CARDS/HRC ESSAY PRICES	101	40100	4890		002		\$125.00	\$125.00
TARGET.COM	TENNIS BALLS: STANDARD	225	43510	2170		011		\$72.31	\$72.31
TASTE OF SCANDINAVIA	CITIZENS ACADEMY SUPPLIES	101	40200	2180				\$68.56	\$68.56
TENNIS WAREHOUSE.COM	TENNIS BALLS: GREEN DOT/RED/ORANGE	225	43510	2170		011		\$193.84	\$193.84
TWIN CITIES HUMAN RESOURCE ASS	MEMBERSHIP: ELLIOTT	101	40210	4330				\$95.00	\$95.00
UNITED STATES POST OFFICE	POSTAGE FOR RESALE AT FRONT DESK	101	40200	3220				\$1.75	\$377.75
		101	11800					\$376.00	

Total of all invoices: \$4,926.50



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
20/20 WINDOW CLEANING	WINDOW CLEANING CC AND CITY HALL	220	43800	3810		003	\$2,000.00	\$2,000.00
ANCHOR PAPER COMPANY	COPY PAPER	101	40200	2010		001	\$1,178.89	\$1,178.89
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$531.60	\$531.60
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$683.04	\$683.04
COMCAST	COMCAST SUBSCRIPTION	220	43800	3190		001	\$184.39	\$184.39
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 5-27-16	101	21720				\$10,138.21	\$10,138.21
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 05-27-16	101	20420				\$156.50	\$156.50
DEBORAH A. SORENSON, D.C.	PERSONALYSIS CONSULTATION	220	43800	4500			\$100.00	\$100.00
DYNAMEX INC	COURIER SERVICES	101	40200	3220			\$197.77	\$197.77
FEDERAL SIGNAL CORPORATION	SIREN AND CONTROLS FOR SIREN #2	405	41500	5800			\$11,425.00	\$11,425.00
FINANCE & COMMERCE, INC.	AD FOR BID 2016 SEAL COAT PROJ 16-04	404	42200	3190			\$193.96	\$193.96
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 05-27-16	101	20431				\$1,717.31	\$1,717.31
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS: 05-27-16	101	20418				\$6,075.00	\$6,075.00
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GREAT LAKES HIGHER ED GUARANTY	61-3073149/EDELSTEIN	101	20435				\$228.54	\$228.54
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$509.00	\$509.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:05-27-16	101	21750				\$5,773.21	\$5,773.21
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 05-27-16	101	20430				\$1,415.00	\$1,415.00
JEFF SMITH LLC	PAYMENT FOR SPRING A TAE KWON DO	225	43530	3190			\$1,775.75	\$1,775.75
MADISON NATIONAL LIFE	LONG TERM DISABILITY: MAY 2016	101	20412				\$2,019.98	\$2,019.98
MADISON NATIONAL LIFE	LONG TERM DISABILITY: JUNE 2016	101	20412				\$2,022.50	\$2,022.50
MIDWAY SEWER SERVICE COMPANY	CITY HALL DRAIN LINE CLEANING	220	43800	3810		001	\$679.00	\$679.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 05-27-16	101	20435				\$381.50	\$381.50
MINNESOTA DEPARTMENT OF HEALTH	MN STATE HOSPITALITY FEE 2016	220	43800	4330			\$35.00	\$35.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 05-27-16	101	20420				\$36.00	\$36.00
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$340.89	\$340.89
NEOFUNDS BY NEOPOST	POSTAGE/INV11273104/INV14857521/SHIPMENT	101	40200	3220			\$3,507.64	\$3,507.64
PRECISION DYNAMICS CORPORATION	SILVER AND FIT WRISTBANDS	220	43800	3390		001	\$124.23	\$124.23
PREFERRED SYSTEMS MAINTENANCE	MAINTENANCE ON BACKUP SERVER	101	40550	3860		011	\$220.00	\$220.00
RAMSEY CO. PUBLIC HEALTH	FM TEMPORARY FOOD LICENSE	225	43590	2174		001	\$100.00	\$100.00
SAM'S CLUB DIRECT	BIRTHDAY SUPPLIES/ COFFEE SERVICE	220	43800	2591		001	\$52.64	
		220	43800	2591		003	\$132.62	\$185.26
SHRED RIGHT	SHREDDING SERVICES	101	40200	4890			\$9.67	
		101	40500	4890			\$77.34	\$96.68
		225	43400	4890			\$9.67	
ST. PAUL, CITY OF	INDOOR PLAYGROUND BROCHURES	220	43800	2201			\$125.50	\$125.50
ST. PAUL, CITY OF	MEETING SPACES BROCHURES	220	43800	2201			\$161.76	\$161.76



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ST. PAUL, CITY OF	STEPHANIE SCHUTTA - BUSINESS CARDS	225	43400	3390			\$38.00	\$38.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 05-27-16	101	21710				\$25,181.31	
		101	21730				\$31,472.90	
		101	21735				\$7,360.72	\$64,014.93
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 05-27-16	101	20420				\$43.00	
WATERSMART SOFTWARE INC	WATER CONSERVATION PROGRAM REPORTS	601	45050	2510			\$15,220.00	\$15,220.00
							Total of all invoices:	\$133,929.71
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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLEN, DEANNE	5/9, 5/16 COUNCIL MINUTES; 4/26 PLANNING	101	40200	3190		001		\$400.00	\$550.00
		101	44100	3190				\$150.00	
AWE, AYO	RSV# 1254716 REFUND REFUND	220	22040					\$500.00	\$500.00
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$18.57	\$18.57
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$19.18	\$19.18
CHECK, DELUXE	RSV# 1254746 REFUND REFUND	220	22040					\$100.00	\$100.00
CHENEY, MICHAEL	CREDIT BALANCE REFUND REFUND	220	22040					\$80.00	\$80.00
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/APR STMT/16a\$	307	44100	4890				\$96.00	\$96.00
CORE HEALTH & FITNESS LLC	NEW STEPMILL FOR FC	405	43800	5300				\$4,495.26	\$4,495.26
DAVE PERKINS CONTRACTING	I694 WATERMAIN RELOCATE CP 15-10	425	47000	5900				\$80,973.25	\$80,973.25
DAVE'S SPORT SHOP	TBALL/BASEBALL - BATS, HELMETS, BALLS	225	43510	2170		008		\$2,738.00	\$2,738.00
ELTON, JENNIFER	BASEBALL LEAGUE (GRADES 2-3)	220	22040					\$120.00	\$120.00
FOGE, CHALI	RSV# 1254739 REFUND REFUND	220	22040					\$400.00	\$400.00
GERTENS WHOLESAL	PLANTS FOR POTS CC	101	43710	2260				\$118.70	
GERTENS WHOLESAL	PLANTS FOR POTS CC	101	43710	2260				\$209.30	\$209.30
GRAY, HOLLY	CREDIT BALANCE REFUND REFUND	220	22040					\$20.00	\$20.00
HAMERNICK DECORATING CENTER	REPAIRS TO PARK & REC OFFICE WALLS	220	43800	3810		003		\$1,660.85	\$1,660.85
HANSON, HEATHER	RSV# 1254721 REFUND REFUND	220	22040					\$50.00	\$50.00
HARRISON, APRIL	RSV# 1249636 REFUND REFUND	220	22040					\$67.95	\$67.95
HAWKINS, INC.	CHEMICALS GAS LPC5 REAGENTS	220	43800	2160		001		\$536.49	\$536.49
HAWKINS, INC.	SODIUM HYDROXIDE, CHLORINE	220	43800	2160		001		\$1,269.35	
HESS, LOUISE	SMART DRIVER (5/25)	220	22040					\$48.00	\$48.00
HILL, CHANTIA	RSV# 1254758 REFUND REFUND	220	22040					\$25.00	\$25.00
HORIZON COMMERCIAL POOL SUPPLY	GASKET	220	43800	2200		003		\$118.23	\$118.23
IDENTITY STORES, LLC	SHIRT ORDER - SUMMER SPORTS LEAGUES	225	43510	2170		007		\$2,225.33	\$4,450.67
		225	43510	2170		008		\$2,225.34	
JEFF ELLIS & ASSOCIATES, INC	E&A RENEWAL LICENSE VANGUARD	220	43800	3190		007		\$427.00	\$427.00
MENARDS CASHWAY LUMBER *MAPLEW	AJAX SOAP FOR CLEANING PUMPS	602	45550	2282		001		\$7.44	\$7.44
MONTES, BENJAMIN	SOCCER LEAGUE (GRADES 1-2)	220	22040					\$20.00	\$20.00
NAWROCKI, JEAN		220	22040					\$19.20	\$19.20
NCPERS MINNESOTA	PERA LIFE INSURANCE: JUNE 2016	101	20413					\$224.00	\$224.00
NORTHLAND CAPITAL FINANCIAL SE	FITNESS EQUIPMENT LEASE-MAY 2016	220	43800	3960		005		\$1,388.62	\$1,388.62
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 05-27-16	101	21740					\$31,818.05	\$31,818.05
RICOH USA INC.	MAINTENANCE: MPC6502SP/5-21 TO 8-20-16	101	40200	3850		002		\$4,040.19	\$4,040.19
SCHULENBURG, CHRISTOPHER	RSV# 1254725 REFUND REFUND	220	22040					\$500.00	\$500.00
SCOTT, JAMIE	AQUATICS - PRIVATE L	220	22040					\$40.00	\$40.00
SPARROW, TOM	WEKO VOLLEYBALL CAMP (GRD 7-9)	220	22040					\$140.00	\$140.00
STENSON, DAVID	CREDIT BALANCE REFUND REFUND	220	22040					\$20.00	\$20.00
STONEHOUSE, LISA	RSV# 1254753 REFUND REFUND	220	22040					\$25.00	\$25.00
SYAL, KAMLESH	CREDIT BALANCE REFUND REFUND	220	22040					\$40.00	\$40.00
SYED, KHALID	RSV# 1254750 REFUND REFUND	220	22040					\$100.00	\$100.00
THE RETROFIT COMPANIES INC	SPRING CLEAN UP DAY ELECTRONIC WASTE	210	42750	3190				\$6,480.00	\$6,480.00
UPPER CUT TREE SERVICES INC	MDA EAB SAMPLING STUMP CORING ADDITION	101	43900	3190		002		\$375.00	\$375.00
UPPER CUT TREE SERVICES INC	WO 16-03 BLVD HAZARD TREE REMOVAL	101	43900	3190		002		\$450.00	\$450.00
VISLOVA, TATIANA	RSV# 1254710 REFUND REFUND	220	22040					\$25.00	\$25.00
XCEL ENERGY	PARKS/WATER TREATMENT PLANT:ELECTRIC/GAS	101	43710	3610				\$866.16	
		101	43710	2140				\$345.45	\$7,387.10
		601	45050	3610				\$6,051.30	
		601	45050	2140				\$124.19	
XCEL ENERGY	LIFT STATIONS: ELECTRIC	602	45550	3610				\$737.36	
XIONG, MAISEY	RSV# 1254743 REFUND REFUND	220	22040					\$25.00	\$25.00



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YALE MECHANICAL INC	REPAIRS TO SERVER ROOM AC UNIT	220	43800	3810		001	\$354.50	\$354.50
YANG, KRISTINE	RSV# 1254736 REFUND REFUND	220	22040				\$50.00	\$50.00
YOUNGBLOOD, HEATHER	TRAVELERS SITZER T&R	220	22040				\$73.00	\$73.00
							Total of all invoices:	\$153,431.26



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
A-1 HYDRAULICS SALES & SERVICE	HYDRAULIC FITTING FOR #208	701	46500	2220		001	\$9.25	\$9.25
A-1 HYDRAULICS SALES & SERVICE	CROSSWINDS SWEEPER HYD. FITTING	701	46500	2220		001	\$25.04	\$25.04
ABLE HOSE & RUBBER INC.	TUBING FOR Z MOWERS	701	46500	2220		002	\$408.92	\$408.92
AE2S CONSTRUCTION LLC	REPAIR RICE AND BRIDGE LIFT STATION	602	45550	2282		001	\$3,623.58	\$3,898.58
		602	45550	3190		001	\$275.00	
ALLDATA	VEHICLE REPAIR DATABASE SERVICE	701	46500	2180		001	\$1,500.00	
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003	\$290.88	\$290.88
AUTO NATION FORD WHITE BEAR LA	FRONT END PARTS FOR 602	701	46500	2220		001	\$156.42	\$156.42
AUTO NATION FORD WHITE BEAR LA	RADIATOR FOR 305	701	46500	2220		001	\$235.81	\$235.81
BARTON SAND & GRAVEL COMPANY	TANDEM DISPOSAL FEE	701	46500	3640		001	\$90.00	\$90.00
BATTERIES PLUS	WACKER ROLLER BATTERY	701	46500	2220		002	\$92.95	\$92.95
BEISSWENGERS HARDWARE	PIPING FOR WELL 6	601	45050	2280		005	\$48.14	\$48.14
BEISSWENGERS HARDWARE	PIPING WELL 6	601	45050	2280		001	\$27.54	\$27.54
BEISSWENGERS HARDWARE	FUEL SHUT OFF FOR CEMENT MIXER	701	46500	2220		002	\$16.99	\$16.99
BEISSWENGERS HARDWARE	MUFFLER FOR AEREATOR	701	46500	2220		002	\$2.19	\$2.19
BEISSWENGERS HARDWARE	ROLL PINS FOR TRAILOR	701	46500	2220		002	\$1.17	\$1.17
BOYER TRUCK PARTS INC.	FUEL FITTINGS FOR 215	701	46500	2220		001	\$50.65	\$50.65
BRAKE & EQUIPMENT WAREHOUSE	BRAKES AND BRAKE PARTS FOR 309	701	46500	2220		001	\$271.20	\$271.20
BRAKE & EQUIPMENT WAREHOUSE	OIL PRESSURE SWITCH	701	46500	2220		001	\$29.57	\$29.57
BRAKE & EQUIPMENT WAREHOUSE	TIE ROD FOR 602	701	46500	2220		001	\$81.77	\$81.77
CARROLL, KEVIN	SUMMER CONCERT 7/6/2016 FORTY SHADES OF	225	43590	3173		002	\$450.00	\$450.00
CE GOBEIL CO INC	CYLINDER BUSHING FOR CROSSWINDS SWEEPER	701	46500	2220		001	\$18.88	\$18.88
CENTURY COLLEGE	DEB MALONEY/CONFRONTING THE TOUGH STUF	101	40500	4500		010	\$149.00	\$149.00
CITY SIGNS	NAMEPLATE - KEVIN BECK	101	40200	2010		006	\$45.00	\$45.00
COMMERCIAL FURNITURE SERVICES	REPLACEMENT TABLE BASES AT WAVE	220	43800	3890			\$1,133.60	
CUMMINS NPOWER, LLC	SERVICE TO WELL 5 GENERATOR	601	45050	3190			\$240.75	\$240.75
CUSHMAN MOTOR CO	MUFFLER HANGER STRAP FOR BALLCART	701	46500	2220		003	\$81.43	\$81.43
DULTMEIER SALES	SPILL KIT AND BANDS AND BUCKLES	701	46500	2220		003	\$308.76	\$308.76
DUSTY'S DRAIN CLEANING	VIDEO AND CLEAN 3465 CHANDLER	602	45550	3190		001	\$325.00	\$325.00
ELECTRO WATCHMAN INC.	SECURITY MONITORING MAINTENANCE CENTER	701	46500	3196			\$74.85	\$74.85
ESS BROTHERS & SONS INC.	3 SEWER GRATES FOR RICE CREEK FIELDS	101	43710	2240			\$480.00	\$480.00
FACTORY MOTOR PARTS COMPANY	BATTERIES FOR SPEED TRAILERS	701	46500	2220			\$459.18	\$459.18
FACTORY MOTOR PARTS COMPANY	BATTERY FOR 1 TON	701	46500	2220			\$121.20	\$121.20
FACTORY MOTOR PARTS COMPANY	BATTERIES FOR 1 TONS	701	46500	2220			\$242.40	\$242.40
FACTORY MOTOR PARTS COMPANY	Z MASTER	701	46500	2220		002	\$78.77	\$78.77
FERGUSON WATERWORKS #2516	A-1 SEWER COVERS	602	45550	2280		001	\$1,235.63	\$1,235.63
FERGUSON WATERWORKS #2516	GATE VALVE SECTIONS	601	45050	2280		004	\$632.18	\$632.18
FLEETPRIDE INC	EXHAUST FOR 208 AND SHOP SUPPLIES	701	46500	2220		001	\$214.15	\$214.15
FLEETPRIDE INC	WHEEL SPACERS FOR 207	701	46500	2220		001	\$27.64	\$27.64
FLEETPRIDE INC	CYLINDER FOR CROSSWINDS SWEEPER	701	46500	2220		002	\$149.93	\$149.93
FLEETPRIDE INC	#208 HOSE CLAMP	701	46500	2220		001	\$9.48	\$9.48
FLEETPRIDE INC	HYDRAULIC FITTING FOR 208	701	46500	2220		001	\$10.46	\$10.46
FLEETPRIDE INC	HYDRAULIC FITTING 208	701	46500	2220		001	\$4.93	\$4.93
FORCE AMERICA INC	#208 HYDRAULIC PUMP	701	46500	2220			\$2,205.00	\$2,205.00
GALLERY 96 ART CENTER	2016 CITY CONTRIBUTION	101	40100	3200		001	\$1,500.00	\$1,500.00
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$250.68	\$250.68
GRAINGER, INC.	SHOP TOOLS CC	220	43800	2400			\$36.33	\$36.33
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$45.27	\$45.27
GRAINGER, INC.	30 GAL SPILL KIT	701	46500	2183		001	\$306.80	\$306.80
GRAINGER, INC.	BALLASTS	701	46500	2183		001	\$23.70	\$23.70
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$138.80	\$138.80



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
GREENHAVEN PRINTING	MAY-JUNE SHOREVIEWS NEWSLETTER	101	40400	3220		002	\$3,886.05	\$22,707.05
		101	40400	3390		001	\$18,821.00	
HAWKINS, INC.	CHLORINE AND FLUORIDE BOOSTER	601	45050	2160		001	\$663.14	\$663.14
HOTSY EQUIPMENT CO	HOTSY SWIVEL GUN	701	46500	2220		002	\$41.95	\$41.95
HOTSY EQUIPMENT CO	WASH BAY	701	46500	2220		002	\$82.89	\$82.89
I-STATE TRUCK CENTER	TRANS SEAL FOR 208	701	46500	2220		001	\$2.91	\$2.91
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	225	43590	2174		002	\$132.16	\$135.81
		225	43400	2180		002	\$3.65	
INNOVATIVE OFFICE SOLUTIONS LL	POSTCARDS	101	43900	2180		002	\$10.54	\$10.54
INNOVATIVE OFFICE SOLUTIONS LL	HANGING FILE RACKS/FRONT DESK	101	43400	2010			\$95.04	\$95.04
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	225	43580	2170		001	\$9.58	\$16.24
		220	43800	2200		002	\$6.66	
INTERNATIONAL CITY/CO MGMT ASS	JULY 1, 2016-JUNE 30, 2017 MEMBERSHIP	101	40100	4330		002	\$175.00	
JACKS LIFT INSPECTIONS	OSHA LIFT INSPECTIONS IN SHOP	701	46500	3196		001	\$615.00	\$615.00
LAKE JOHANNA FIRE DEPT	PRESSURE WASHER/REEL FIRE STATION 2	405	41200	3190			\$220.09	\$220.09
LILLIE SUBURBAN NEWSPAPERS INC	OFFICE TECH JOB AD	101	40210	3360		002	\$172.00	\$172.00
LILLIE SUBURBAN NEWSPAPERS INC	FT CUSODIAN JOB AD	101	40210	3360		002	\$172.00	\$172.00
LUBRICATION TECHNOLOGIES, INC	ENGINE OIL	701	46500	2130		001	\$924.45	
MARCO INC	MAINT ON LEFTHAND PRODUCTION STORAGE	101	40550	3860		011	\$2,912.00	\$2,912.00
MEMPHIS NET & TWINE CO., INC	SOCCER BACKSTOP NETS	101	43710	2240			\$442.41	\$442.41
MENARDS CASHWAY LUMBER **FRIDL	MOLE AND GOPHER KILLER	101	43710	2260			\$91.71	\$91.71
MENARDS CASHWAY LUMBER **FRIDL	IRRIGATION SUPPLIES	101	43710	2240			\$4.92	\$4.92
MENARDS CASHWAY LUMBER **FRIDL	SAFTEY EQUIP.	701	46500	2180			\$55.81	\$55.81
MENARDS CASHWAY LUMBER *MAPLEW	TOOLS FOR SIGN SHOP	701	46500	2400		002	\$89.87	\$89.87
METROPOLITAN AREA MANAGEMENT A	2016 MEMBERSHIP DUES - SIMONSON	101	40200	4330		003	\$45.00	\$45.00
METROPOLITAN AREA MANAGEMENT A	2016 MEMBERSHIP DUES	101	40100	4330		003	\$45.00	\$45.00
MINNESOTA EQUIPMENT	JD 1585 MOWER BLADES	701	46500	2220		002	\$158.82	\$158.82
MIRACLE RECREATION EQUIPMENT C	PLAYGROUND SLIDE AND PANEL	101	43710	2240			\$932.28	\$932.28
MODERN FENCE & CONST. INC.	INSTALL GATES AT PICKLEBALL COURT	101	43710	3190			\$1,050.00	\$1,050.00
MODERN FENCE & CONST. INC.	REPAIR LIMITED ACCESS FENCE MCCULLOUGH	101	43710	3190			\$250.00	\$250.00
MONITOR SYSTEMS	SOLAR PANELS FOR SPEED TRAILERS	701	46500	2220		002	\$800.00	\$800.00
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$60.15	\$60.15
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$57.18	\$57.18
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$32.07	\$32.07
MTI DISTRIBUTING, INC	IRRIGATION CONTROLLER FOR HWY 96 & 49	101	43710	2240			\$544.60	\$544.60
NORTHERN ELECTRICAL CONTRACTOR	REPAIR BATTING CAGE OUTLET AT WILSON	101	43710	3190			\$266.75	\$266.75
OFFICE DEPOT	CABLE TIES	101	44300	2010			\$14.64	\$14.64
OFFICE DEPOT	CLIPBOARDS	225	43520	2170		002	\$25.00	\$25.00
OFFICE DEPOT	STAMP: TREES	101	43900	2180			\$30.39	\$30.39
OFFICE DEPOT	CLEAN UP DAY SUPPLIES	210	42750	2180			\$3.63	\$3.63
ON SITE SANITATION INC	TOILET RENTAL FOR BUCHER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR COMMONS PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950			\$160.00	\$160.00
ON SITE SANITATION INC	TOILET RENTAL FOR MCCULLOUGH PARK	101	43710	3950			\$250.00	\$250.00
ON SITE SANITATION INC	TOILET RENTAL FOR RICE CREEK FIELDS	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950			\$505.00	\$505.00
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950			\$255.00	\$255.00
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR SNAIL LAKE SCHOOL	101	43710	3950			\$75.00	\$75.00
OXYGEN SERVICE COMPANY	PROPANE (PAVER AND FORKLIFT)	701	46500	2220		002	\$257.97	\$257.97



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
PIONEER RIM & WHEEL CO.	604 BRAKE CONTROL	701	46500	2220		001	\$66.15	\$66.15
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$135.71	\$135.71
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$168.99	\$168.99
QUALITY FLOW SYSTEMS INC	TRANSDUCER FOR LIFT STATION	602	45550	2282		001	\$900.00	\$900.00
QUALITY FLOW SYSTEMS INC	4-20 TRANSDUCERS FOR LIFT STATIONS	602	45550	2282		001	\$1,640.00	\$1,640.00
RADCO INC	FLOOR MATS FOR UNIT 305	701	46500	2220		001	\$34.99	\$34.99
RAMSEY COUNTY	LAW ENFORCEMENT - APRIL 2016	101	41100	3190		001	\$172,554.80	
READY WATT ELECTRIC INC	YEARLY INSPECTION OF SIREN ELECTRICAL	101	42050	3190		006	\$1,866.00	\$1,866.00
ROYAL CONCRETE PIPE	CATCH BASIN CASTING/STRUCTURE	603	45850	2180		003	\$1,336.80	\$1,336.80
SAFE-FAST INC	SAFETY GLASSES	101	43710	2180			\$100.03	\$100.03
SAFE-FAST INC	WORK GLOVES	101	43710	2180			\$205.20	\$205.20
SAFE-FAST INC	GLOVES	602	45550	2282		001	\$27.46	\$27.46
SCHREIBER MULLANEY CONSTRCT CO	PARK & REC OFFICE REMODEL	405	43800	3810			\$67,450.00	\$67,450.00
SIGNATURE LIGHTING INC	INSURANCE CLAIM: STREET LIGHT	260	47400	4340			\$1,987.12	\$1,987.12
ST. PAUL, CITY OF	RIVERPRINT:BUSINESS CARD/CURLEY/WASHBURN	101	42050	2010			\$36.50	\$73.00
		240	44400	2180			\$36.50	
STANTEC CONSULTING SERVICES IN	CONSULTING-MARCH 12, 2016-APRIL 15, 2016	453	43800	3190			\$1,402.80	\$1,402.80
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$356.96	\$356.96
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,132.62	\$1,132.62
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$72.32	\$72.32
SUPPLYWORKS	TOUCH N TUFF CLEAN GLOVES	101	43710	2180			\$62.60	\$62.60
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$451.02	\$451.02
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,959.07	\$1,959.07
SUPPLYWORKS	CLEANING GLOVES	101	43710	2180			\$46.95	\$46.95
SUPPLYWORKS	CLEANING GLOVES	101	43710	2180			\$46.95	\$46.95
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,335.52	\$1,335.52
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$696.95	\$696.95
SUPPLYWORKS	URINAL SCREENS FOR RICE CREEK FIELDS	101	43710	2240			\$56.99	\$56.99
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT	701	46500	2220		003	\$134.93	\$134.93
TERMINAL SUPPLY CO	CUSHMAN SPRAY RIG	701	46500	2220		002	\$14.94	\$14.94
TESSMAN SEED CO	RAZOR BURN WEED KILLER	101	43710	2260			\$760.00	\$760.00
TWIN CITY GARAGE DOOR COMPANY	WEST SHOP GARAGE DOOR REPAIRS	701	46500	3196		001	\$195.00	\$195.00
TWIN SOURCE SUPPLY	TRASH CAN LINERS	101	43450	2250		001	\$81.48	\$81.48
TYCO INTEGRATED SECURITY LLC	SECURITY SYSTEM MONITORING	101	40210	3190		008	\$94.00	\$94.00
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$44.18	\$176.70
		601	45050	3970		001	\$44.18	
		602	45550	3970		001	\$44.18	
		603	45850	3970		001	\$22.08	
		701	46500	3970		001	\$22.08	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$68.76	\$275.05
		601	45050	3970		001	\$68.76	
		602	45550	3970		001	\$68.76	
		603	45850	3970		001	\$34.38	
		701	46500	3970		001	\$34.39	
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$44.98	
		601	45050	3970		001	\$44.98	
		602	45550	3970		001	\$44.98	



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		603	45850	3970		001	\$22.48	
		701	46500	3970		001	\$22.48	\$179.90
UNIFIRST CORPORATION	UNIFORM RENTAL FOR PARK MAINT.	101	43710	3970			\$70.84	
UNIFIRST CORPORATION	UNIFORM RENTAL FOR COMM CNTR MAINT	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$43.93	\$175.70
		601	45050	3970		001	\$43.93	
		602	45550	3970		001	\$43.93	
		603	45850	3970		001	\$21.96	
		701	46500	3970		001	\$21.95	
UNIVERSITY OF MINNESOTA	WORKZONE TRAFFIC CONTROL WORKSHOP ALL	101	42200	4500		001	\$87.50	\$350.00
		601	45050	4500		003	\$87.50	
		602	45550	4500		003	\$87.50	
		603	45850	4500		003	\$87.50	
URBAN LAND INSTITUTE MINNESOTA	AFFILIATION DUES	101	40200	4330		010	\$200.00	
WEBER & TROSETH INC	2 50FT FIRE HOSES	101	43710	2240			\$184.50	
		601	45050	2280			\$184.50	
WSB & ASSOCIATES, INC.	WILSON PARK DRAWINGS/LAYOUTS 4/1/16-4/30	405	43710	5300			\$2,021.00	
XTREME INC.	UNIFORM T SHIRTS	101	42200	3970		001	\$224.50	\$898.00
		601	45050	3970		001	\$224.50	
		602	45550	3970		001	\$224.50	
		603	45850	3970		001	\$112.25	
		701	46500	3970		001	\$112.25	
YALE MECHANICAL INC	QUARTERLY HVAC SERVICE CONTRACT	701	46500	3196		003	\$1,446.25	\$1,446.25
ZEP MANUFACTURING COMPANY	MECH SUPPLIES	701	46500	2183		001	\$729.92	
Total of all invoices:							\$319,950.01	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	54,821
Vendor number	00416 1 2016
Vendor name	METROPOLITAN COUNCIL
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513

Date	Comment line on check	Invoice number	Amount
05-03-16	SEWER SERVICE-JUNE 2016	1055044	\$149,121.81

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

602 45550 3670

\$149,121.81

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Debbie Engblom

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	55,984
Vendor number	01446 1 2016
Vendor name	TREASURY, DEPARTMENT OF
Address	INTERNAL REVENUE SVC - EFT/NO CHECK EFTPS ENROLLMENT PROCESSING P.O. BOX 4210 IOWA CITY IA 52244

Date	Comment line on check	Invoice number	Amount
05-13-16	FEDERAL WITHHOLDING TAX:05-13-16	05-18-16 ✓	\$61,255.36 ✓

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding	Amount
101 21710	\$24,322.60
101 21730	\$29,932.46
101 21735	\$7,000.30

SEE PERMANENT  
PAYROLL RECORDS

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Jodee Kuschel</u> (signature required) Jodee Kuschel	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	55,983
Vendor number	00545 1 2016
Vendor name	PUBLIC EMPLOYEES RETIREMENT ASSOC. ~
Address	P.O. BOX 75608 ST. PAUL MN 55175-0608 EFT TRANSACTION - NO CHECK PRINTS

Date	Comment line on check	Invoice number	Amount
05-13-16	EMPL/EMPLOYER CONTRIBUTIONS: 05-13-16	05-13-16	\$31,605.54

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:	
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Account Coding	Amount
101 21740	\$31,605.54
SEE PERMANENT PAYROLL RECORDS	

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>J Kuschel</u> (signature required) Jodee Kuschel	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,053
Vendor number	00373 3 2016
Vendor name	LEAGUE OF MN CITIES INS TRUST
Address	C/O BERKLEY RISK ADMINISTRATORS LLC PO BOX 581517 MINNEAPOLIS MN 55458-1517

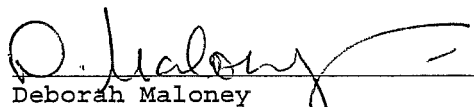

Date	Comment line on check	Invoice number	Amount
<del>12-17-15</del>	2015/16 WORKERS' COMP 3RD INSTALLMENT	32093	\$37,413.50

5/19/16

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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Account Coding	Amount
101 40100 1510	\$30.73
101 40200 1510	\$474.13
101 40210 1510	\$266.68
101 40300 1510	\$10.75
101 40400 1510	\$113.47
101 40500 1510	\$518.87
101 40550 1510	\$220.69
101 40800 1510	\$124.47
101 42050 1510	\$672.07
101 42200 1510	\$5,181.90

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:	
(signature required)	Deborah Maloney
Approved by:	
(signature required)	Terry Schwerm

Two quotes must be attached to purchase voucher  
for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,112
Vendor number	00443 1 2016
Vendor name	MALLOY, MONTAGUE, KARNOWSKI,
Address	RADOSEVICH & CO, PA 5353 WAYZATA BLVD SUITE 410 MINNEAPOLIS, MN 55416-1384

Date	Comment line on check	Invoice number	Amount
05-16-16	2015 AUDIT PROGRESS BILLING THRU 4/30/16	40095 /	\$23,470.00

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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Account Coding	Amount
101 40500 3190 001	\$10,326.80
601 45050 3010	\$6,571.60
602 45550 3010	\$6,571.60

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>D. Maloney</u> (signature required) Deborah Maloney	
Approved by: <u>T. Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher  
for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,193
Vendor number	01095 1 2016
Vendor name	ADVANCED ENGINEERING AND
Address	ENVIRONMENTAL SERVICES INC 4050 GARDEN VIEW DRIVE SUITE 200 GRAND FORKS ND 58201

Date	Comment line on check	Invoice number	Amount
04-30-16	WTP CONSTURCTION SERVICES CP 14-02	48180	\$51,371.39

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

454 47000 5910

\$51,371.39

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Tom Wesolowski

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.

If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,221
Vendor number	01308 1 <span style="float: right;">2016</span>
Vendor name	MINNESOTA METRO NORTH TOURISM
Address	CITY OF BLAINE FINANCE DEPARTMENT 10801 TOWN SQUARE DRIVE BLAINE, MN 55449

Date	Comment line on check	Invoice number	Amount
05-23-16	APR 2016 HOTEL/MOTEL TAX	APRIL 2016	\$21,817.55

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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Account Coding	Amount
101 22079	\$22,965.84
101 38420	-\$1,148.29

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Rob Falk</u> (signature required) Rob Falk	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher  
for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,156
Vendor number	20228 1 2016
Vendor name	MEDICA ✓
Address	NW 7958 ✓ PO BOX 1450 ✓ MINNEAPOLIS MN, 55485-7958

Date	Comment line on check	Invoice number	Amount
05-12-16 ✓	HEALTH INSURANCE: JUNE 2016	C0040598229 ✓	\$65,480.75 ✓

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

101 20410	\$65,480.75

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: J. Kuschel  
(signature required) Jodee Kuschel

Approved by: T. Schwerm  
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,306		
Vendor number	00545 1	2016	
Vendor name	PUBLIC EMPLOYEES RETIREMENT ASSOC.		
Address	P.O. BOX 75608 ST. PAUL MN 55175-0608		
EFT TRANSACTION - NO CHECK PRINTS			

Date	Comment line on check	Invoice number	Amount
05-27-16	EMPL/EMPLOYER CONTRIBUTIONS: 05-27-16	05-27-16 ✓	\$31,818.05 ✓

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to: \_\_\_\_\_

Account Coding	Amount
101 21740	\$31,818.05

SEE PERMANENT  
PAYROLL RECORDS

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
<p>Reviewed by: <u>J. Kuschel</u> (signature required) Jodse Kuschel</p> <p>Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm</p>	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



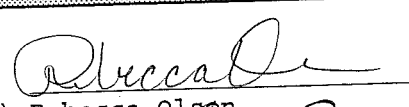
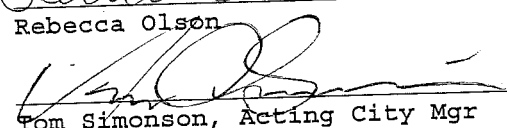
# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,247
Vendor number	00260 1
Vendor name	GREENHAVEN PRINTING
Address	4575 CHATSWORTH STREET N SHOREVIEW, MN 55126

Date	Comment line on check	Invoice number	Amount
05-13-16	MAY-JUNE SHOREVIEWS NEWSLETTER	161249	\$22,707.05

Account Coding	Amount
101 40400 3220 002	\$3,886.05
101 40400 3390 001	\$18,821.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Rebecca Olson	
Approved by:  (signature required) Tom Simonson, Acting City Mgr	

Two quotes must be attached to purchase voucher  
for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	55,897
Vendor number	01337 2 2016
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
05-05-16	LAW ENFORCEMENT - APRIL 2016	SHRFL-001499	\$172,554.80

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.


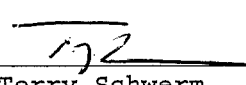
[X] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[ ] Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

101 41100 3190 001	\$172,554.80

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Terri Hoffard	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	56,043
Vendor number	01579 1 2016
Vendor name	SCHREIBER MULLANEY CONSTRCT CO INC ✓
Address	1286 HUDSON RD ST PAUL MN 55106 ✓

Date	Comment line on check	Invoice number	Amount
05-13-16 ✓	PARK & REC OFFICE REMODEL	1692-16-01 ✓	\$67,450.00 ✓

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.



☒ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

405 43800 3810	\$67,450.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Gary Chapman	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



## **LICENSE APPLICATIONS**

Moved by Councilmember \_\_\_\_\_

Seconded by Councilmember \_\_\_\_\_

To approve the License Applications as listed on the attached report dated June 6, 2016.

<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Springhorn	_____	_____
Martin	_____	_____

June 6, 2016  
Regular Council Meeting



**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**June 6, 2016**

<b><u>LICENSE #</u></b>	<b><u>BUSINESS NAME</u></b>	<b><u>TYPE</u></b>
2016-00013	Freedom Valu Center	Filling Station
2016-00037	Gosiak Tree Service	Tree Trimmer
2016-00038	4 Seasons Tree Care	Tree Trimmer

The above licenses are recommended for approval: \_\_\_\_\_  
License/Permit Clerk



## PROPOSED MOTION

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To approve Resolution No. 16-46 approving the administrative penalty for Shoreview Quik Stop; and to approve Resolution No. 16-47 approving the individual administrative penalty for Susan Malone.

ROLL CALL:	AYES	_____	NAYS	_____
	JOHNSON	_____		_____
	QUIGLEY	_____		_____
	SPRINGHORN	_____		_____
	WICKSTROM	_____		_____
	MARTIN	_____		_____



**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRI HOFFARD  
DEPUTY CLERK**

**DATE: MAY 31, 2016**

**SUBJECT: ADOPTION OF ADMINISTRATIVE PENALTIES FOR TOBACCO  
LICENSE VIOLATION—SHOREVIEW QUIK STOP**

### **INTRODUCTION**

The City Council is being asked to approve an administrative penalty for a tobacco violation at Shoreview Quik Stop, located at 5910 Lexington Avenue.

### **BACKGROUND**

On Friday, April 8, 2016, the Ramsey County Sheriff's Department conducted tobacco compliance checks on license holders in Shoreview. One of our licensed tobacco vendors, Shoreview Quik Stop, failed this compliance check when one of their employees, Susan Malone, sold tobacco to a minor.

This is a violation of Section 706 of the Shoreview Municipal Code. The City regulations state that any violation of the restrictions attached to a Tobacco License shall be cause for administrative penalty, suspension of the license or revocation of the license. The first such violation within 24 months subjects the licensee to a \$250 fine and one additional compliance check.

This was the first violation for Shoreview Quik Stop, therefore, they are subject to a \$250 fine. The establishment elected to sign the Agreement for Administrative Penalty form admitting to the facts of the violation, accepting and paying the administrative penalty, and waiving their right to a hearing on this matter before the Shoreview City Council.

The clerk who made the sale is subject to an administrative penalty of \$50. The clerk has also signed the Agreement for Administrative Penalty and already paid her \$50 fine.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the City Council approve Resolution No. 16-46 approving the administrative penalty for Shoreview Quik Stop; and to approve Resolution 16-47 approving the individual administrative penalty for Susan Malone.



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2016 at 7:00 p.m.

The following members were present:

And the following members were absent:

Member                      introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-46**

**RESOLUTION APPROVING TOBACCO LICENSE  
ADMINISTRATIVE PENALTY FOR SHOREVIEW QUIK STOP**

**WHEREAS**, Shoreview Quik Stop has a Tobacco License from the City of Shoreview; and

**WHEREAS**, on Friday, April 8, 2016, the Ramsey County Sheriff's Department conducted a tobacco compliance check of Shoreview Quik Stop, located at 5910 Lexington Avenue, Shoreview, Minnesota; and

**WHEREAS**, Shoreview Quik Stop failed the tobacco compliance check when an employee from their store sold tobacco to a minor; and

**WHEREAS**, this is the first violation within 24 months for Shoreview Quik Stop; and

**WHEREAS**, the first violation within 24 months subjects the licensee to the payment of an administrative penalty of \$250 and one additional compliance check; and

**WHEREAS**, Shoreview Quik Stop has signed the Agreement for Administrative Penalty form admitting to the facts of the violation, accepting and paying the administrative penalty, and waiving their rights to a hearing on this matter before the Shoreview City Council.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Shoreview, Minnesota does hereby make the following assessment of the Administrative Penalty of \$250 and one (1) additional compliance check to Shoreview Quik Stop, 5910 Lexington Avenue, for failing a tobacco compliance check on April 8, 2016.

The motion of the foregoing resolution was duly seconded by Member and upon a vote being taken thereon, the following voted in favor thereof:



And the following voted against the same:

**WHEREUPON**, said resolution was declared duly passed and adopted the 6<sup>th</sup> day of June, 2016.

STATE OF MINNESOTA)

COUNTY OF RAMSEY )

CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 6<sup>th</sup> day of June, 2016, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the Tobacco License Administrative Penalty for Shoreview Quik Stop.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 7<sup>th</sup> day of June, 2016.

---

Terry C. Schwerm, City Manager



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2016, at 7:00 p.m.

The following members were present:

And the following members were absent:

Member                      introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-47**

**RESOLUTION APPROVING TOBACCO LICENSE  
ADMINISTRATIVE PENALTY FOR SUSAN MALONE**

**WHEREAS**, Shoreview Quik Stop has a Tobacco License from the City of Shoreview; and

**WHEREAS**, on Friday, April 8, 2016, the Ramsey County Sheriff's Department conducted a tobacco compliance check of Shoreview Quik Stop, located at 5910 Lexington Avenue, Shoreview, Minnesota; and

**WHEREAS**, Shoreview Quik Stop failed the tobacco compliance check when Susan Malone sold tobacco to a minor; and

**WHEREAS**, the first violation within 24 months subjects the individual seller to the payment of an administrative penalty of \$50; and

**WHEREAS**, Susan Malone has signed the Agreement for Administrative Penalty form admitting to the facts of the violation, accepting and paying the administrative penalty, and waiving her rights to a hearing on this matter before the Shoreview City Council.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Shoreview, Minnesota does hereby make the following assessment of the Administrative Penalty of \$50 to Susan Malone, 28 Ridge Road, Circle Pines, MN for failing a tobacco compliance check on April 8, 2016.

The motion of the foregoing resolution was duly seconded by Member                      and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:



**WHEREUPON**, said resolution was declared duly passed and adopted the 6<sup>th</sup> day of June, 2016.

STATE OF MINNESOTA)

COUNTY OF RAMSEY )

CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 6<sup>th</sup> day of June, 2016 with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the Tobacco License Administrative Penalty for Susan Malone.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 7<sup>th</sup> day of June, 2016.

---

Terry C. Schwerm, City Manager



**PROPOSED MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To approve the contract with Jacci Kresbsbach as the 2016 Slice of Shoreview Days Event Coordinator.

**ROLL CALL:**

**AYES** \_\_\_\_\_

**NAYS** \_\_\_\_\_

**JOHNSON**

\_\_\_\_\_

\_\_\_\_\_

**QUIGLEY**

\_\_\_\_\_

\_\_\_\_\_

**WICKSTROM**

\_\_\_\_\_

\_\_\_\_\_

**SPRINGHORN**

\_\_\_\_\_

\_\_\_\_\_

**MARTIN**

\_\_\_\_\_

\_\_\_\_\_

Regular Council Meeting  
June 6<sup>th</sup>, 2016



**TO: MAYOR AND CITY COUNCIL**

**FROM: JESSICA RILEY**  
**COMMUNITY CENTER MANAGER**

**DATE: JUNE 6<sup>TH</sup>, 2016**

**SUBJECT: 2016 SLICE OF SHOREVIEW DAYS EVENTS COORDINATOR AGREEMENT**

### **INTRODUCTION**

In 2007 the City Council agreed to contract with an Event Coordinator for the Slice of Shoreview Days. This organizational change was necessary because the City could no longer provide a financial contribution to a volunteer organization. Therefore the Slice of Shoreview Days officially became a City sponsored activity and a contract Event Coordinator was hired to work with the Slice of Shoreview Days volunteers. The City Council is being asked to again contract with Jaci Krebsbach as the Event Coordinator for the 2016 Slice of Shoreview Days event.

### **DISCUSSION**

For more than 20 years, the Slice of Shoreview Days Committee has coordinated an annual civic community festival known as the "Slice of Shoreview Days". The major focus of this event is a three-day festival held at Island Lake Park, located at I-694 and Victoria Street. The festival includes entertainment, arts and crafts, food vendors, carnival, car show, fireworks, the Slice of Shoreview Days parade and other family-fun activities. The City of Shoreview has entered into a contract with Jaci Krebsbach as the Event Coordinator since 2007 and is proposing to continue this practice for the 2016 Slice of Shoreview Days event.

The Event Coordinator will be responsible for the following:

- Soliciting members and working with the Slice of Shoreview Days Committee. The Coordinator will determine the exact nature of the role of the Slice Committee.
- Soliciting financial support from individuals, businesses and organizations including sponsorships of certain events. All donations, purchases and expense reimbursement will be managed and processed by the City in accordance with the State law and City policies.
- Coordinating the following events or arranging for them to be conducted by other cooperating organizations:



- |                                     |                             |
|-------------------------------------|-----------------------------|
| 1. Art & Craft Fair                 | 5. Fireworks Display        |
| 2. Carnival                         | 6. Food Vendors             |
| 3. Commercial & Non-Profit Displays | 7. Parade                   |
| 4. Entertainment                    | 8. Auxiliary Events and;    |
|                                     | 9. Taste of Shoreview event |

According to the agreement, the City would pay the Event Coordinator \$6600 for planning, organizing and operating the Slice of Shoreview Days in 2016. Long-time event coordinator Jacci Krebsbach will continue to serve in this role.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the City Council enter into a contract with Jacci Krebsbach as the 2016 Slice of Shoreview Days Event Coordinator.



## **Slice of Shoreview Days Event Coordinator Contract**

For more than 20 years, the Slice of Shoreview Committee has coordinated an annual civic community festival known as the "Slice of Shoreview Days". The major focus of this event is a three-day festival held at Island Lake Park, located at I-694 and Victoria Street. The festival includes, among other activities, entertainment, arts and crafts, food vendors, carnival, car show, fireworks, talent show and the Slice of Shoreview parade. The City of Shoreview acting through the City Council has determined that it is in the best interest of the City to enter into a contract with Jacci Krebsbach to coordinate the Slice of Shoreview Days event in 2016.

This Agreement is made to be effective the 13<sup>th</sup> Day of May, by and between the City and Jacci Krebsbach, here in after referred to as "Event Coordinator".

### **Terms of Agreement:**

1. The Event Coordinator will:
  - a. Plan, organize and conduct, in cooperation with the City staff, the Slice of Shoreview Days, which shall run Wednesday, July 20 through Sunday, July 24, 2016, at Island Lake Park and certain other locations within the City.
  - b. Be responsible for soliciting members and working with, a Slice of Shoreview Days Committee. The Slice of Shoreview Days Committee is an independent committee and is not affiliated in any way with the City in any manner whatsoever. The exact nature of the role of the Slice of Shoreview Days Committee shall be determined by the Event Coordinator.
  - c. Recruit, select, train and manage volunteers as are necessary to conduct the Slice of Shoreview Days.
  - d. Schedule, organize and conduct all meetings, if any, of the Slice of Shoreview Days Committee.
  - e. Advertise and promote the Slice of Shoreview Days.
  - f. Secure all necessary governmental permits for the Slice of Shoreview Days, including the parade and seek approval of street closings and other required action, and otherwise comply with all governmental regulations.
  - g. Arrange and work with public safety for the event.
  - h. Solicit financial support from individuals, businesses and organizations including sponsorships of certain events. All donations and expense reimbursement will be channeled through, managed and processed by the City. The Event Coordinator will follow the City's purchasing policies. All contracts must be approved and signed by the City Manager. The Event Coordinator shall not be entitled to any reimbursement for expenses unless approved by the City.



- i. Coordinate the following events or arrange for them to be conducted by other cooperating organizations during the Slice of Shoreview Days event
  1. Art & Craft Fair
  2. Carnival
  3. Commercial & Non Profit Displays
  4. Entertainment
  5. Fireworks Display
  6. Food Vendors
  7. Parade
  8. Auxiliary Events; and
  9. Taste of Shoreview event
2. The Event Coordinator will undertake the work of this agreement as an independent contractor and not as an employee of the City. Neither the Event Coordinator, nor any other person, specifically including those who are serving on the Slice of Shoreview Days Committee, shall be considered or deemed to be agents or employees of the City for any purposes including, but not limited to, income tax withholding, workers' compensation and unemployment compensation as a result of this Agreement. The City shall determine the scope of work to be done by the Event Coordinator, but the Event Coordinator shall determine the legal means by to accomplish the required.
3. After the event is completed, the Event Coordinator may make recommendations to the City for honorariums to be paid to key event personnel. Honorariums will be dependent upon funds needed for the following year and the funds remaining in the account. Honorariums may be issued at the sole discretion of the City and not issued until the City receive a final estimated event cost.
4. All services and activities conducted by the Slice of Shoreview Days shall be on a nondiscriminatory basis and in full compliance with all state and federal civil and human rights laws, regulations and rulings.
5. The term of this contract shall be from February 2, 2016, through December 31, 2016.
6. In exchange for the above services, the City of Shoreview agrees to pay the Event Coordinator a sum of **\$6,600.00 (six thousand six hundred dollars)**, which payment shall be made in two installments. First installment will be made on or by May 15, 2016, and the second installment will be made on or by August 31, 2016. .
7. The Event Coordinator's rights and responsibilities under the Agreement shall not be assignable by the Event Coordinator.
8. The Event Coordinator shall perform its work at its own risk. The Event Coordinator shall indemnify and hold harmless the City, its agents, and employees from any and all liability arising out of the death or injury to any person, damage to property, or any other claim arising from, or related to, the Event Coordinator's performance of the provisions of the Agreement.



9. This Agreement represents the entire agreement of the parties hereto relating to the subject matter hereof, and any prior agreements, promises, negotiations, or representations, whether oral or written, not expressly set forth in this Agreement are of no force and effect. This Agreement may be modified only by a writing signed by both parties.
10. The Event Coordinator shall furnish the City with current certificates of coverage, and proof of payment therefore, for workers' compensation insurance, general liability insurance, motor vehicle insurance and such other insurance as the City may require from time to time.

The undersigned have read and understand the terms of this agreement and agrees to abide by its terms.

CITY OF SHOREVIEW

EVENT COORDINATOR

\_\_\_\_\_  
Sandra C. Martin, Mayor

\_\_\_\_\_  
Jacci Krebsbach

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## PROPOSED MOTION

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

to accept the quote from Q3 Contracting Inc. for street light installation for the 2016 Street Light Replacements, Project 16-03, in the amount of \$74,537.00, accepting the quote from Q3 Contracting for the installation of street lights in the Virginia/Dennison/Lilac Area Project 16-01 and Grand Avenue Project 16-02 in the amount of \$75,117.00.

**ROLL CALL: AYES\_\_\_\_\_NAYS\_\_\_\_\_**

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
JUNE 6, 2016

tlh

#16-01, 16-02, 16-03

t:/projects/2016/16-03streetlightreplacements/council/acceptinstallationquotes2016  
t:/projects/2016/16-01virgina\_dennison\_lilac/council/acceptinstallationquotes2016  
t:/projects/2016/16-02grand ave/council/acceptinstallationquotes2016



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: JUNE 2, 2016

SUBJ: ACCEPTING QUOTES FOR THE FOLLOWING PROJECTS  
2016 STREET LIGHT REPLACEMENTS PROJECT NO. 16-03  
VIRGINIA/DENNISON/LILAC RECONSTRUCTION, PROJECT 16-01  
GRAND AVENUE RECONSTRUCTION, PROJECT 16-02

### INTRODUCTION

Our Consultant, Signature Lighting, has solicited quotes on behalf of the City for 2016 Street Light Replacement project, Virginia/Dennison/Lilac Reconstruction and Grand Avenue Reconstruction. Staff has reviewed the quotes and asks the City Council to accept the low quotes.

### BACKGROUND

#### 2016 Street Light Replacements

Shoreview's Infrastructure Replacement Plan and Capital Improvement Program include replacing our aging street lights. Many of the City owned lights were installed in the development boom years of the 1970's and 80's are now at the end of their useful life. City staff has entered into a professional service agreement with Signature Lighting to provide expertise in street light improvements, street lighting options, acquiring quotes, assisting with project management and inspections for compliance with contract documents and installation.

This year's project consists of the following area:

Area 1 – The streets from Debra Lane to Chandler Road and from Tanglewood Drive to Mound Avenue.

The City's contractor will be replacing the old 175 Watt Mercury Vapor lights and wood poles with 40 watt LED Fixtures and Aluminum poles. These fixtures are similar in design to the traditional cobra-head style. The LED fixtures will provide more light down on the road and very little light spilling out into yards or on homes. The fixtures provide a white light similar to the mercury vapor lights that are being replaced. The area is a single family neighborhood. The project will utilize underground directional boring to minimize the restoration. Typically, the new lights are replacing the old lights in the same locations. There are a few locations where the lights will be located in a new location because of trees, existing utilities or power requirements. New conduit, wiring and metered feed points will also be installed. The tentative schedule is to start installation in early July.



2016 Street Light Quotes  
Page Two

Attached is a map showing the project area. The area will have new bronze aluminum poles with 40 Watt LED bronze fixtures.

The quotes that were received are consistent with the Capital Improvements Program that allocated \$150,000.00 for this project. Poles and fixtures are purchased separately by the City. The funding is from the City's street light utility.

The following quotes were received and reviewed by Signature Lighting and City staff:

<u>Contractor</u>	<u>TOTAL</u>
Q3 Contracting	\$ 74,537.00
JT Services	\$ 76,220.00
MP Technologies	\$ 76,425.00

INSTALLATION BUDGET \$117,680.00

PROJECT COSTS

Contractor Installation Quote	\$ 74,537.00
Material Quote	\$ 43,244.00
Estimated Restoration Cost	<u>\$ 5,000.00</u>
Total 2016 Project Cost	\$122,781.00*
Project Budget Allocation	\$150,000.00

\*Since the quotes received are under budget, staff will be looking at adjacent areas to see if a few additional lights can be installed as part of this project.

Virginia/Dennison/Lilac Reconstruction, Project 16-01  
Grand Avenue Reconstruction, Project 16-02

The Virginia/Dennison/Lilac project and Grand Avenue project are street reconstructions. Currently, the Virginia/Dennison/Lilac neighborhood is served by 6 XCEL overhead lights on power poles and 4 underground fed lights. Grand Avenue currently has no lights at all. The City's contractor will install 15 new bronze aluminum poles and 40 watt LED fixtures in the Virginia/Dennison/Lilac neighborhood, and add 5 new lights along the extended Grand Avenue. This will provide more consistent, energy efficient lighting and serve the areas or gaps not currently lit. A map is attached showing the project areas.



2016 Street Light Quotes  
Page Three

The quotes that were received are less than the feasibility estimate of \$120,000.00. Poles and fixtures are purchased separately by the City. The funding is from the City's street light utility. The proposed schedule for street light installation is after new curb is installed. That is anticipated to be in July for Grand Avenue and August/September for Virginia/Dennison/Lilac.

The following quotes were received and reviewed by Signature Lighting and City staff:

<u>Contractor</u>	<u>Vir/Den/Lilac</u>	<u>Grand</u>	<u>TOTAL</u>
Q3 Contracting	\$60,235.00	\$14,882.00	\$75,117.00
JT Services	\$62,185.00	\$16,125.00	\$78,310.00
MP Technologies	\$61,960.00	\$16,955.00	\$78,915.00

INSTALLATION BUDGET \$44,883.00

PROJECT COSTS

Contractor Installation Quote	\$ 75,117.00
Material Quote	\$ 40,400.00
Estimated Restoration Cost	<u>\$ 2,000.00</u>

Total Hanson/Oakridge Project Cost \$117,517.00

Project Budget Allocation \$120,000.00

RECOMMENDATION

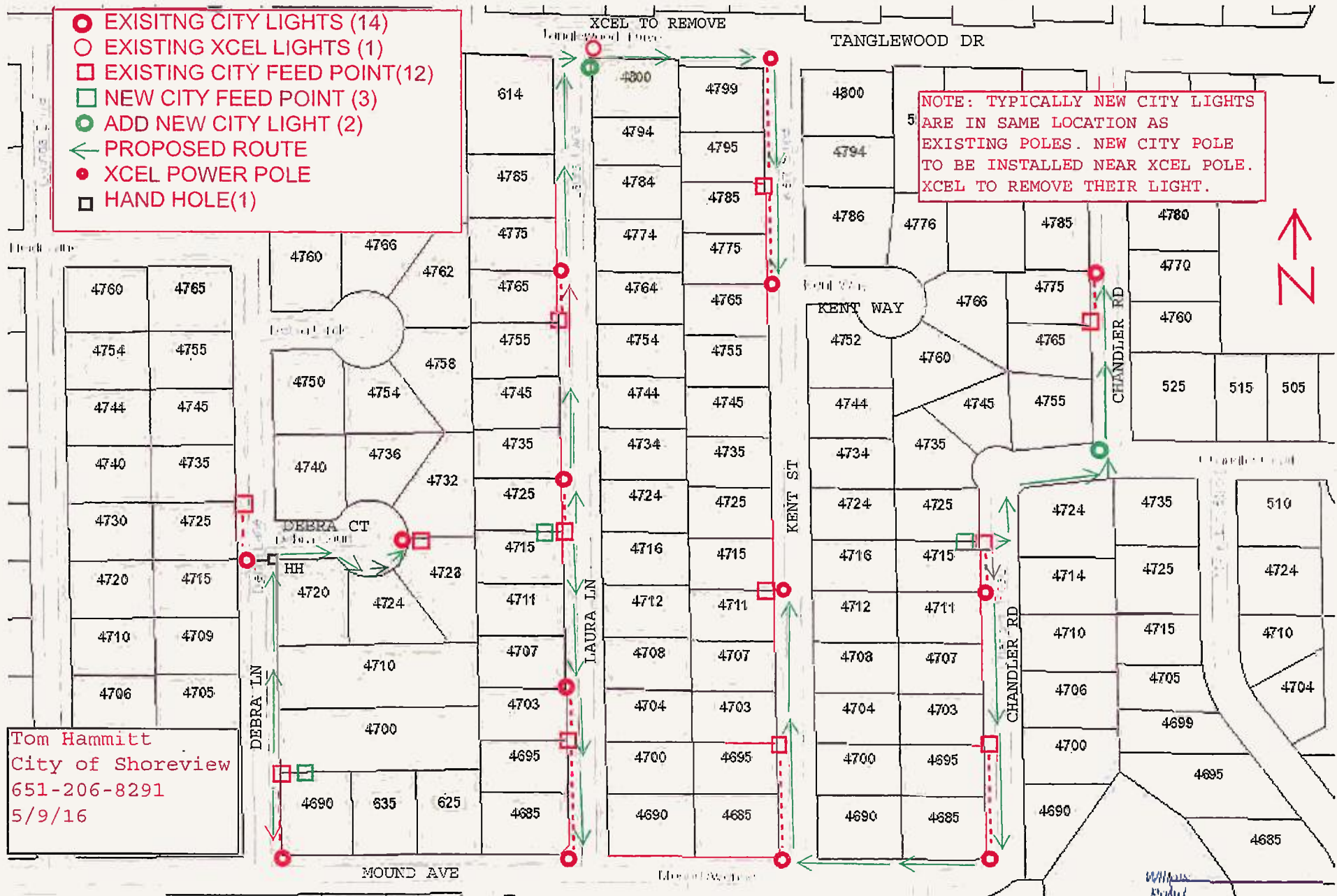
It is recommended that the City accept the quotes from Q3 for street lighting installation for the above projects.

tlh

#16-03, 16-01, 16-02

t:/projects/2016/16-03streetlightreplacements/council/acceptinstallationquotes2016  
t:/projects/2016/16-01virgina\_dennison\_lilac/council/acceptinstallationquotes2016  
t:/projects/2016/16-02grand ave/council/acceptinstallationquotes2016











# GRAND AVE CONSTRUCTION - PROJECT 16-02

## CONSTRUCTION NOTES

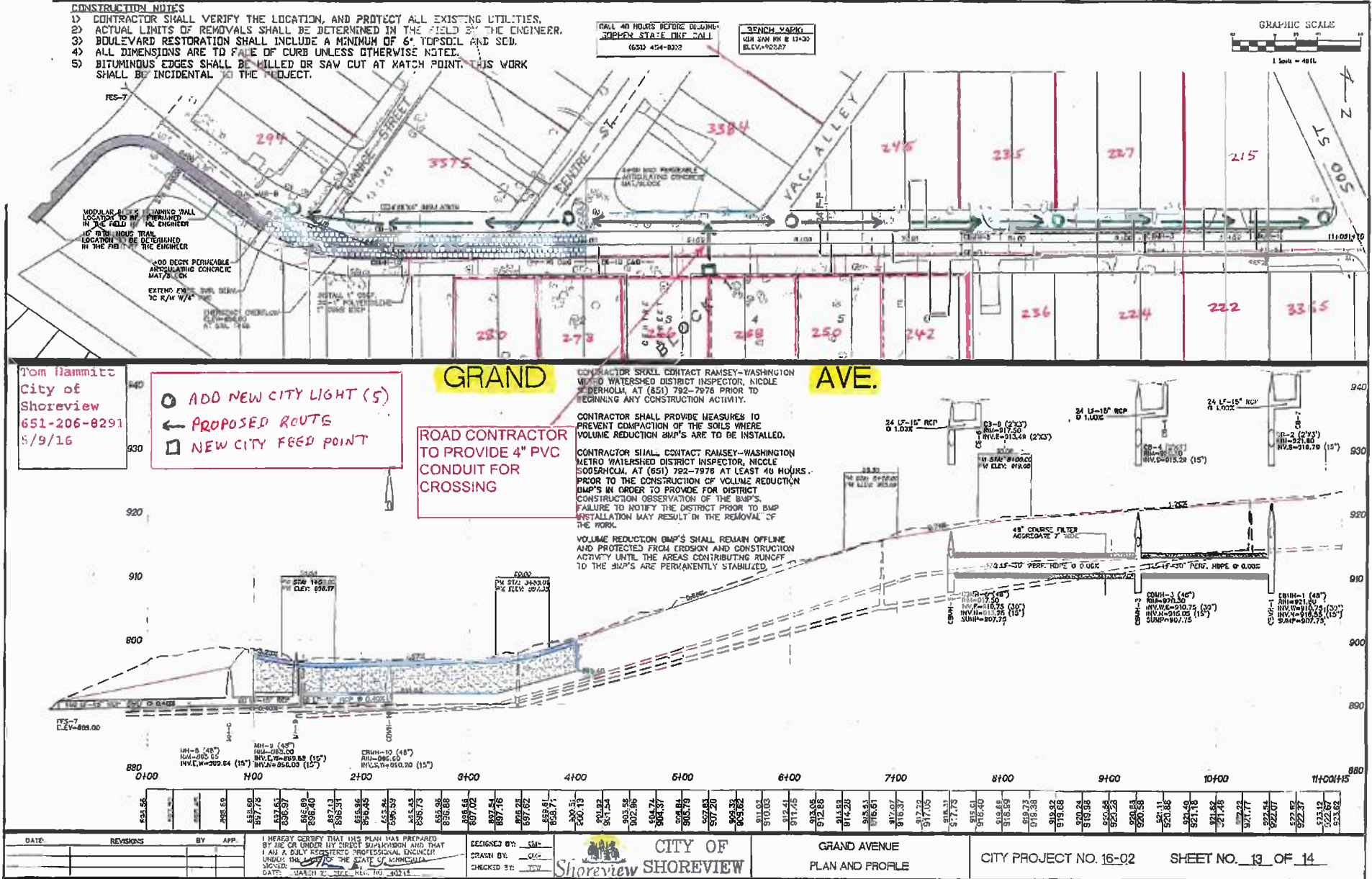
- 1) CONTRACTOR SHALL VERIFY THE LOCATION, AND PROTECT ALL EXISTING UTILITIES.
- 2) ACTUAL LIMITS OF REMOVALS SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.
- 3) BOULEVARD RESTORATION SHALL INCLUDE A MINIMUM OF 6" TOPSOIL AND SED.
- 4) ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
- 5) BITUMINOUS EDGES SHALL BE MILLED OR SAW CUT AT MATCH POINT. THIS WORK SHALL BE INCIDENTAL TO THE PROJECT.

CALL 48 HOURS BEFORE DRAINAGE  
SOPHIE STATE DRG. CALL  
(651) 454-0032

BENCH MARK  
VIR SAN HW 8 11430  
ELEV. +925.27

GRAPHIC SCALE

1 inch = 40 ft







**Q3 Contracting, Inc.**  
 3066 Spruce Street  
 Little Canada, MN 55117  
 Telephone: 651-365-7390  
 Fax: 651-224-2220  
 Quote By: Taylor Schieck

**Proposal Submitted To:** John Olson  
 Signature Lighting

**Proposal Date:** 5/25/16

**Project Location:** Shoreview, MN

**Project Description:** 2016 Street Lighting

Any changes will be accompanied by a signed & approved Change Order. All payments are on a net 30 basis.

Item #	Item Description	Unit/Measure	Quantity	Total
1	Virginia 16-01	Lump Sum	1	\$ 60,235.00
2	Grand Avenue 16-02	Lump Sum	1	\$ 14,882.00
3	Area 1 16-04A1	Lump Sum	1	\$ 74,537.00
4	Area 2 16-04A2	Lump Sum	1	\$ 32,918.00
<b>Total:</b>				<b>\$182,572.00</b>

\*This proposal is subject to the negotiation of mutually acceptable terms and conditions.

**This Proposal Includes:**

- \*Labor, equipment, and materials (excluding poles and fixtures).
- \*Basic work area traffic control.

**This Proposal Does Not Include:**

- \*Quantities in excess of those listed in "Proposal Includes" section.
- \*Any bonding, licensing, or permits for project.
- \*Location or repair of any damaged private underground utilities from system installation not located through the Gopher State One Call System.
- \*Installation in rock; if rock is encountered, additional pricing will need to be negotiated.
- \*Hard/Soft surface restoration; see attached unit pricing.

All work to be completed under the provisions of this proposal shall be done in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications resulting in extra costs, will be executed only upon written orders, and shall result in an extra charge over and above the estimated cost contained herein. All agreements are contingent upon strikes, accidents, and delays beyond the control of Q3 Contracting. The above prices, specifications, and terms and conditions on the front and back of this agreement are hereby accepted. Payment will be made as outlined above.

Proposal may be withdrawn by Q3 if not accepted within 15 days.

Signature: \_\_\_\_\_ Name/Title: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_



## IT Services

157 Mary Circle  
North Mankato, MN 56003  
507-387-5962  
FAX 507-387-5702

May 25, 2016

Re: Quotes for City of Shoreview Street Lighting Projects 2016

John,

Thank you for the opportunity to quote the streetlight projects in the City of Shoreview. As you requested we have quoted each project individually; our quotes are listed below. Each quote is based off the information you provided on our walk through and on the sketches. All conduits to be 1" HDPE installed by directional drill, all distribution wire to be #10 copper THWN except on the Virginia/Dennison/Lilac area where you specified #8. Our quote also includes your specified fusing, connectors, hand holes and service cabinets. Poles and Fixtures provided by city.

Virginia 16-01	Total Cost including all labor and materials	\$62,185.00
Grand Ave 16-02	Total Cost including all labor and materials	\$16,125.00
Area 1 16-04 (Mound)	Total cost including all labor and materials	\$76,220.00
Area 2 16-04A2 (Kent)	Total cost including all labor and materials	\$34,800.00

If you have any questions please let me know.

Thanks again for the opportunity.

Tom





Date: May 25, 2016

Proposal to: City of Shoreview - Tom Hammitt

Submitted to: John Olson - Signature Lighting, Inc.

Project: 2016 Streetlight Installation Projects

Location: Four various within the City of Shoreview

Virginia/Dennison/Lilac-	Lump Sum Price <b>\$61,960.00</b>
Grand Ave -	Lump Sum Price <b>\$16,955.00</b>
Area 1 Mound Ave area	Lump Sum Price <b>\$76,425.00</b>
Area 2 Kent Dr area	Lump Sum Price <b>\$34,850.00</b>

**Proposal includes installation of:**

- HDPE 1" conduit by directional drill
- #10 and #8 Copper wire
- Metered services as shown
- Fusing and connectors
- Terminations in poles and services
- All Labor and equipment to install complete system
- Removals as shown
- Traffic control
- Poles and Fixtures by others
- Restoration is not included but will be completed as required for additional charge at end of projects.

Pricing is good through: **June 24, 2016.**

We at MP Technologies, LLC appreciate the opportunity to provide you this quote.



## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 16-49 reducing the following escrows:

Development Cash Deposits for the following properties in the amounts listed:

5280 Oxford St	Imperial Homes	\$	3,000.00
3434 Owasso St	Arne's Excavating Inc	\$	1,000.00
1179 Bucher Ave	Pulte Homes	\$	2,000.00
1206 Bucher Ave	Pulte Homes	\$	2,000.00
1218 Bucher Ave	Pulte Homes	\$	2,000.00
1178 Woodcrest Ave	Pulte Homes	\$	2,000.00
5946 Woodcrest Way	Pulte Homes	\$	2,000.00
5952 Woodcrest Way	Pulte Homes	\$	2,000.00
5958 Woodcrest Way	Pulte Homes	\$	2,000.00

**ROLL CALL:    AYES\_\_\_\_\_NAYS\_\_\_\_\_**

JOHNSON \_\_\_\_\_

QUIGLEY

SPRINGHORN

WICKSTROM

MARTIN

REGULAR COUNCIL MEETING

JUNE 6, 2016



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: JUNE 1, 2016

SUBJECT: DEVELOPER ESCROW REDUCTIONS

### INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

### BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

5280 Oxford St	Erosion/Grading Certification completed
3434 Owasso St	Erosion Control completed
1179 Bucher Ave	Erosion Control completed
1206 Bucher Ave	Erosion Control completed
1218 Bucher Ave	Erosion Control completed
1178 Woodcrest Ave	Erosion Control completed
5946 Woodcrest Way	Erosion Control completed
5952 Woodcrest Way	Erosion Control completed
5958 Woodcrest Way	Erosion Control completed

### RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

5280 Oxford St	Imperial Homes	\$	3,000.00
3434 Owasso St	Arne's Excavating Inc	\$	1,000.00
1179 Bucher Ave	Pulte Homes	\$	2,000.00
1206 Bucher Ave	Pulte Homes	\$	2,000.00
1218 Bucher Ave	Pulte Homes	\$	2,000.00
1178 Woodcrest Ave	Pulte Homes	\$	2,000.00
5946 Woodcrest Way	Pulte Homes	\$	2,000.00
5952 Woodcrest Way	Pulte Homes	\$	2,000.00
5958 Woodcrest Way	Pulte Homes	\$	2,000.00



**\*PROPOSED\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2016 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-49**

**RESOLUTION ORDERING ESCROW REDUCTIONS  
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

5280 Oxford St	Imperial Homes	\$	3,000.00
3434 Owasso St	Arne's Excavating Inc	\$	1,000.00
1179 Bucher Ave	Pulte Homes	\$	2,000.00
1206 Bucher Ave	Pulte Homes	\$	2,000.00
1218 Bucher Ave	Pulte Homes	\$	2,000.00
1178 Woodcrest Ave	Pulte Homes	\$	2,000.00
5946 Woodcrest Way	Pulte Homes	\$	2,000.00
5952 Woodcrest Way	Pulte Homes	\$	2,000.00
5958 Woodcrest Way	Pulte Homes	\$	2,000.00



The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6<sup>th</sup> day of June, 2016.

STATE OF MINNESOTA   )  
  )  
COUNTY OF RAMSEY   )  
  )  
CITY OF SHOREVIEW    )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6<sup>th</sup> day of June, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates reducing various escrows.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7<sup>th</sup> day of June, 2016.

---

Terry C. Schwerm  
City Manager

SEAL



**PROPOSED MOTION**

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 16-50 accepting the bid from Pearson Brothers Inc. for the 2016 Street Seal Coating, City Project 16-04, and authorizes the Mayor and City Manager to execute a construction contract in the amount of \$264,907.57.

**ROLL CALL:   AYES\_\_\_\_\_NAYS\_\_\_\_\_**

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
JUNE 6, 2016

t:/projects/sealcoat/2016/council/awardbid16



TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: JUNE 2, 2016

SUBJECT: AWARD OF BID  
2016 STREET SEAL COAT PROJECT  
CITY PROJECT NO. 16-04

### INTRODUCTION

Bids were received on June 2, 2016, for the 2016 Seal Coat Project. Award of a contract is required by the City Council.

### BACKGROUND

Seal coating is a maintenance strategy that extends the life of asphalt streets. The City seal coats every street on a regular cycle. The City is divided into seven zones. A map of the seal coating in Zone 1, the northeastern portion of Shoreview, is attached for reference.

The City of Shoreview recently advertised for bids for the 2016 Seal Coat Project. This year's seal coating project consists of approximately 13 miles of streets and two parking lots.

<u>Contractor</u>	<u>Bid Amount</u>
Pearson Brothers Inc.	\$ 264,907.57
Allied Blacktop Co.	\$ 275,589.05

The City received two bids for this year's contract; this is typical as there are a limited number of vendors in this market who are capable or willing to perform this specialized work in accordance with the most modern materials and specifications.

Based on last year's project and performance we are continuing to specify the CRS-2P oil. The 2P has polymers in the oil that have advantages over the standard oil. The 2P oil has a higher softening temperature which holds the aggregate better in warm temperatures. It holds the aggregate earlier to allow sweeping sooner. The polymer protects the aggregate from impact shock from turning traffic, stopping traffic and snow removal equipment. With polymers there is less chance of loose rock after the final sweep. A number of Cities have used this oil for a number of years with good results.

Pearson Brothers submitted the lowest bid. They have been awarded our contract in 9 of the last 12 years. They have completed projects on time and have done good quality work.



## FUNDING

As was noted in the City Council report of May 2, 2016, staff was expecting bid prices comparable to last year's costs. The Capital Improvement Program allocates \$304,400 for the seal coating and an additional \$21,000 for the crack-sealing program in 2016.

While the costs for this type of work have risen over the years, staff believes that seal coating is still the most cost-effective pavement maintenance strategy for the majority of Shoreview streets. Since the funding levels and project specifications for our seal coating program were reevaluated in 2001, the City has made significant progress in maintaining the overall Pavement Condition Index (PCI) for city streets. This has been accomplished, while the negative impacts and resident concerns/complaints about seal coating have dramatically decreased.

## PROJECT SCHEDULE

The project is anticipated to start in July and take 3-4 days of application. Sweeping will start within a 2-3 days after seal coating. As part of the bid, a second sweeping will occur 3-4 weeks after the project is complete.

## RECOMMENDATION

It is recommended that the City Council approve the award of bid to Pearson Brothers Inc. for the 2016 Seal Coat Project, City Project No.16-04 in the amount of \$264,907.57.

tlh

#16-04

t:/projects/sealcoat/2016/council/awardbid16



# CIRCLE PINES

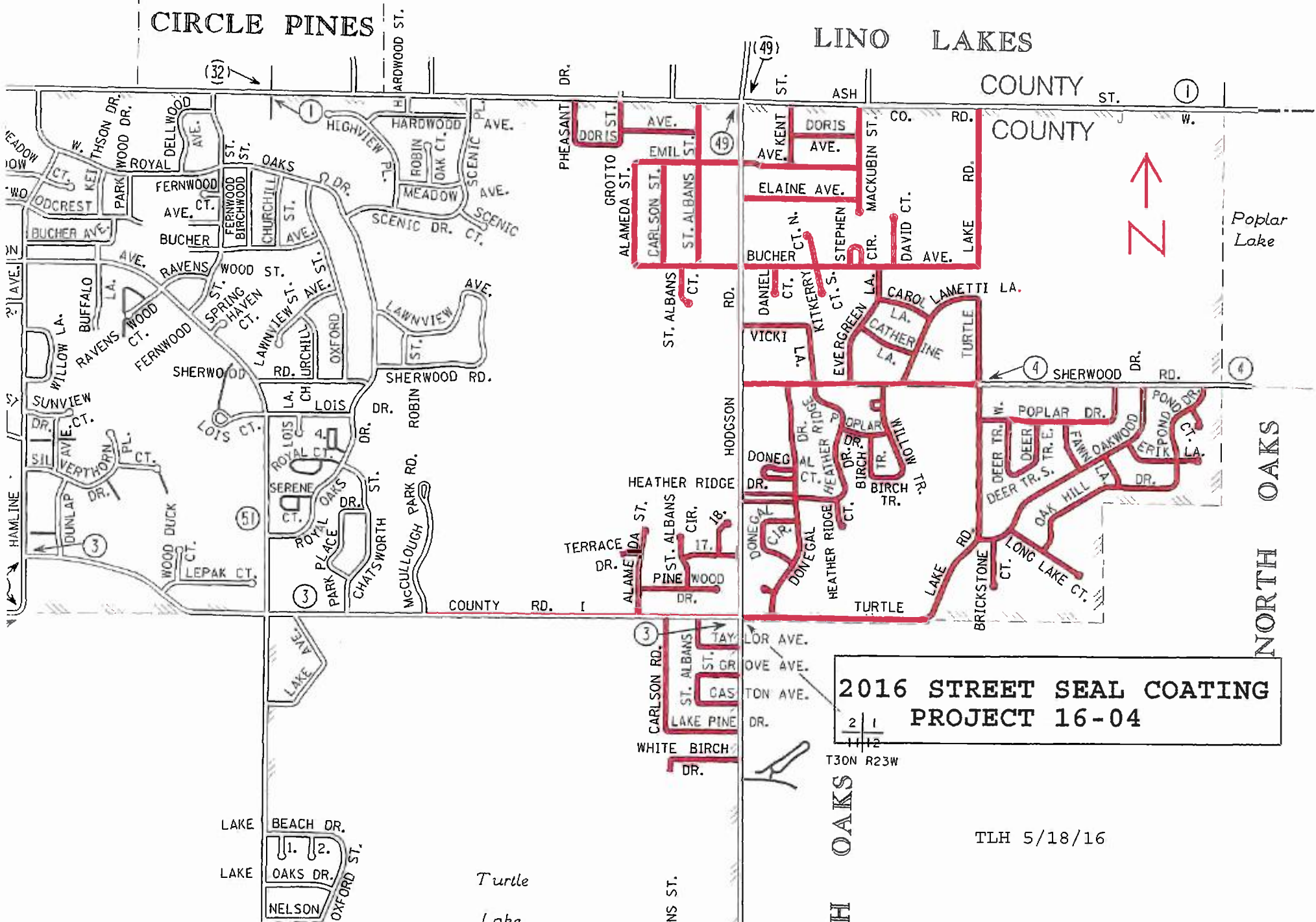
# LINO LAKES

COUNTY ST.  
COUNTY



Poplar Lake

NORTH OAKS



TLH 5/18/16

Turtle Lake



**\*PROPOSED\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2015, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-50  
APPROVING AWARD OF BID  
2016 STREET SEAL COAT PROJECT  
CITY PROJECT NO 16-04**

WHEREAS, on June 2, 2016, bids were opened for the 2016 Street Seal Coat Project No. 16-04, and

WHEREAS, pursuant to an advertisement for bids for the improvement, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Bid Amount</u>
Pearson Brothers Inc.	\$ 264,907.57
Allied Blacktop Co.	\$ 303,942.30

WHEREAS, the lowest responsible bidder appears to be Pearson Brothers Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

1. All bids were received as submitted on June 2, 2016, and
2. The Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Project 16-04, with the low bidder, Pearson Brothers Inc. in the amount of \$ 264,907.57.



RESOLUTION NO. 16-50  
PAGE TWO

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:  
All members present;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6<sup>th</sup> day of June, 2016.

STATE OF MINNESOTA    )  
  )  
COUNTY OF RAMSEY    )  
  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6<sup>th</sup> day of June, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of the Award of Bid for the 2016 Street Seal Coat Project, City Project 16-04.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7<sup>th</sup> day of June 2016.

\_\_\_\_\_  
Terry C. Schwerm  
City Manager

SEAL



## **PROPOSED MOTION**

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER:** \_\_\_\_\_

To adopt Resolution # 16-48 approving the Conditional Use Permit submitted by Matthew and Rachel Karel, 863 Tanglewood Drive, to construct a 24' x 22', 528 square foot detached accessory structure on the property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design and finish of the structure shall be compatible with the dwelling.
3. Vegetation and/or screening shall be installed on the east side of the garage to lessen the visual impact adjacent to the driveway easement. A landscape plan shall be submitted for City review and approval prior to issuance of building permit.
4. A minimum setback of 10-feet is required from the private driveway easement line.
5. The applicant shall obtain a building permit for the structure.
6. The structure shall be used for storage and other garage related purposes.
7. The structure shall not be used in any way for commercial purposes.

Said approval is based on the following findings of fact:

1. The proposed accessory structure will be maintain the residential use and character of the property and is therefore in harmony with the general purposes and intent of the Development Ordinance.
2. The primary use of the property will remain residential and is in harmony with the policies of the Comprehensive Guide Plan.
3. The conditional use permit standards as detailed in the Development Ordinance for residential accessory are met.
4. The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.



**ROLL CALL: AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

***Regular City Council Meeting***

June 6, 2016



**TO:** Mayor, City Council, City Manager

**FROM:** Niki Hill, Economic Development and Planning Associate

**DATE:** June 2, 2016

**SUBJECT:** File No. 2614-16-13, Conditional Use Permit – Matthew and Rachel Karel, 863 Tanglewood

## **INTRODUCTION**

Matthew and Rachel Karel, submitted a conditional use permit application to construct a detached accessory structure on their property. On single-family residential parcels larger than one acre but less than two acres, accessory structures that exceed the maximum allowable square footage are permitted with a conditional use permit as long as the total accessory structure square footage does not exceed 100% of the dwelling unit foundation or 1500 square feet, whichever is more restrictive. The intent of the conditional use permit process is to review the proposal in terms of the Development Code standards and consistency with the Comprehensive Plan.

## **PROJECT DESCRIPTION**

The property is land locked without any public right of way frontage, and has access to Tanglewood Drive via a private driveway easement. It is located to the south of a property that abuts Turtle Lake and north of a property along Tanglewood. The property is zoned RE, Residential Estate, as are the adjacent properties. The adjoining riparian parcels are part of the Shoreland Management District of Turtle Lake.

The property is 1.77 acres and has a width of 110 feet, and a depth of 700 feet. The property is developed with a single family home that has a foundation area of 1,388.4 square feet, a 454 square foot attached garage and 400 square foot detached gazebo. The house and attached garage are located 79.2 feet from the southern property line, and over 580 feet from the northern property line. The existing detached gazebo is 80 feet north of the house, over 190 feet from the south lot line, and 39 feet from the east side lot line and over 10 feet from the private driveway easement. The property shares the long driveway with the adjoining lots to the north and the south via a 25 foot wide private driveway easement that parallels the east property line.

The applicant had initially applied to construct a 24 foot by 24-foot (576 square foot) accessory structure with a peak height of just over 10 feet. The foundation size and attached garage size that were given differed from what the City records indicated. Upon staff measurement of the foundation and garage size, the proposed size exceeded 100% of the foundation area when totaled with the existing accessory structure square footage. The applicants have revised their plan to a 24' x 22', 528 foot accessory structure. On lots over 1 acre but less than 2 acres, a Conditional Use Permit is required to construct anything over 440 square feet. Please see the attached plans.



## **DEVELOPMENT CODE**

The single family residential accessory structure regulations (205.082(C) and 205.082(D)) were revised in 2016, with tiered standards by parcel size to allow more flexibility to those property owners with larger parcels. For this property (greater than 1 acre up to 2 acres) the maximum area permitted for up to two detached accessory structure is 440 square feet. Accessory structures may exceed the maximum allowable square footage permitted with a Conditional Use Permit provided certain standards are met. For this parcel size this area can be exceeded if the combined area of all accessory structures does not exceed 100% of the dwelling unit foundation area or 1,500 square feet, whichever is more restrictive.

Accessory structures must be setback a minimum of 5 feet from a side lot line, 10 feet from a rear lot line, and 10 feet from any private easements. The maximum height permitted for detached accessory structures is 18 feet as measured from the roof peak to the lowest finished grade; however in no case shall the height of the structure exceed the height of the dwelling unit. In addition, sidewalls cannot exceed 10 feet and interior storage areas above the main floor cannot exceed an interior height of 6 feet.

The exterior design of the structure must be compatible with the dwelling and be similar in appearance from an aesthetic, building material and architectural standpoint. The proposed design, scale, height and other aspects related to the accessory structure are evaluated to determine the impact on the surrounding area. Building permits may be issued upon the finding that the appearance of the structure is compatible with the structures and properties in the surrounding area and does not detract from the area. The intent of these regulations and the City's Comprehensive Plan's policies is to ensure that the residential character of the property and neighborhood is maintained and that dwelling unit remains the primary feature and use of the property.

### ***Conditional Use Permit***

Attachment A summarizes the standards which must be met for the conditional use permit to be granted. These standards address location, structure setbacks, screening, and exterior design. In addition, a Conditional Use Permit can only be granted upon the finding that the proposed use is in harmony with and conforms to the Comprehensive Plan policies and Development Code standards.

## **APPLICANT'S STATEMENT**

The applicant states that the detached garage will be used for typical garage and storage use. See attached statement.

## **STAFF REVIEW**

The proposal was reviewed in accordance with the standards specified in the Development Code. This second detached accessory structure complies with the



location, height, design and setback requirements for a detached accessory structure. Existing vegetation, size of the property and location minimize the visual impacts on adjoining properties.

Due to the proximity of the structure to the existing shared driveway, it will be visible from the private drive. Staff considers this a difficult view to mitigate since the driveway will be separated by the 10 foot setback requirement. Staff will recommend that vegetation is planted to help mitigate this impact.

The following table summarizes the proposal in terms of the Development Code standards.

	Existing	Proposed	Development Code Standard
<b>Area</b>			
<b>Detached Accessory Structures</b>	400	928 sf	*440 sf
<b>All Accessory Structures</b>	854	1382 sf	*1,500 sf or 100% of the dwelling unit foundation area (1388.4 sq ft) – whichever is more restrictive
<b>Setback</b>			
<b>Side lot line</b>	NA	43 ft	10 ft
<b>Private Drive</b>	NA	10 ft	10 ft
<b>Height</b>			
<b>Roof Peak</b>	NA	15ft	18 ft
<b>Sidewall</b>		10 ft	10 ft
<b>Exterior Design</b>		Comply with standards	Compatible with the residence and be similar in appearance
<b>Screening</b>		Retain existing vegetation	Structure shall be screened from view of public streets.

\*Standard may be exceeded with a Conditional Use Permit

In Staff's opinion the proposed structure is also in harmony with general purpose of the Development Code and Comprehensive Plan policies. While the proposed area of the detached structure exceeds that which is permitted by right, the structure meets the conditional use permit standards. The total floor area of accessory structures will be 99.5% of the dwelling unit foundation area. Staff believes that the major separation with thick vegetation between the proposed garage and gazebo and house with attached garage will not visually tie the accessory structures together and that the dwelling unit will remain the primary feature and use of the property.



The applicant indicated that the structure will be used for typical garage and storage use. This use is consistent with the residential use of the property and neighborhood.

Staff has also received comments regarding concerns with a conflict in the future development of the area. This stems from future development concepts that have been shown in the area over the years which depict a road going through this parcel. While staff understands this concern, there are currently no plans to develop the area. The area is zoned RE(20) – Residential Estate. The Residential Estate District is established to protect and enhance the character of single-dwelling neighborhoods where lot areas are substantially larger than required in the R1, Detached Residential District and to protect mature trees and other significant natural features that would otherwise be lost if more intensive subdivision were to occur. In this case, the RE(20) means that any future lots would require a minimum area of 20,000 square feet.

Additionally, this area is part of Policy Development Area #5 of the Comprehensive Plan. The PDA enables the City to establish land use policies that are sensitive to the existing development pattern and natural features of the neighborhood. If presented with a subdivision proposal, the City may consider the further study of this area to address issues regarding potential lot sizes, access and stormwater management. A comprehensive subdivision plan could then be developed for these neighborhoods. Staff believes that in the event of development of the area, the location and possible removal of the garage could be addressed with either a subdivision or development agreement.

### **PUBLIC COMMENT**

Property owners within 350' of the property were notified of the application. One comment was received in support of the project. Two comments were concerned with future impacts that this garage could have if the area were to ever be subdivided – one of which was opposed to the project and the other had no objections. Another comment was received after the Planning Commission meeting expressing concerns regarding the location of the structure.

### **PLANNING COMMISSION**

The Planning Commission reviewed the CUP at their May 24<sup>th</sup> meeting. The Commission also concluded that the structure was consistent with the purpose and intent of the Comprehensive Plan and met the CUP standards per the Development Code. The Planning Commission inquired about the location of the structure and found the northerly spot was chosen to avoid the septic system and to save more mature trees.

### **RECOMMENDATION**

A Conditional Use Permit may be granted provided the proposed use is listed as a conditional use for the district in which it is located and upon showing that the standards and criteria of the Development Code are satisfied. The criteria for a Conditional Use Permit includes that the use is in harmony with the general purposes and intent of the



Development Code and Comprehensive Plan and that the structure/land use conforms with the Comprehensive Plan and are compatible with the existing neighborhood. In staff's opinion, these criteria are met. An accessory structure of this size is compatible with the neighborhood provided the project adheres to the conditional use permit standards. Staff is recommending the City Council approve resolution 16-48, approving the Conditional Use Permit subject to the following:

1. The project must be completed in accordance with the plans submitted with the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design and finish of the structure shall be compatible with the dwelling.
3. Vegetation and/or screening shall be installed on the east side of the garage to lessen the visual impact adjacent to the driveway easement. A landscape plan shall be submitted for City review and approval prior to issuance of building permit.
4. A minimum setback of 10-feet is required from the private driveway easement line.
5. The applicant shall obtain a building permit for the structure.
6. The structure shall be used for storage and other garage related purposes.
7. The structure shall not be used in any way for commercial purposes.

Attachments:

1. Attachment A – Conditional Use Permit, Standards for Detached Accessory Structures
2. Location Map
3. Applicant's Statement and Submitted Plans
4. Updated Size Information
5. Comments
6. Resolution 16-48
7. Motion Sheet



# ATTACHMENT A

- (1) The accessory structure shall be located in the rear yard of the property except as otherwise permitted by this ordinance.
- (2) The accessory structure shall be setback a minimum of 10 feet from the side property line and 10 feet from the rear property line; however, the City may require greater setbacks to mitigate impacts on adjoining properties.
- (3) For parcels 1 acre or larger in size, the lot shall have a minimum area of 1 acre above the ordinary high water line of a lake, ponding area or wetland on the property.
- (4) The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
- (5) The structure shall comply with the standards of Section 205.082(D)(5) of this ordinance.

## ***Conditional Use Permit Criteria***









Certain land uses are designated as a conditional use because they may not be suitable in a particular zoning district unless conditions are attached. In those circumstances, conditions may be imposed to protect the health, safety and welfare and to insure harmony with the Comprehensive Plan.

In addition to the standards identified above, the City Council must find that the use complies with the following criteria.

- (1) The use is in harmony with the general purposes and intent of the Development Ordinance.
- (2) The use is in harmony with the policies of the Comprehensive Guide Plan.
- (3) Certain conditions as detailed in the Development Ordinance exist.
- (4) The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.





-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries

## Notes

Enter Map Description



773.1 0 386.57 773.1 Feet

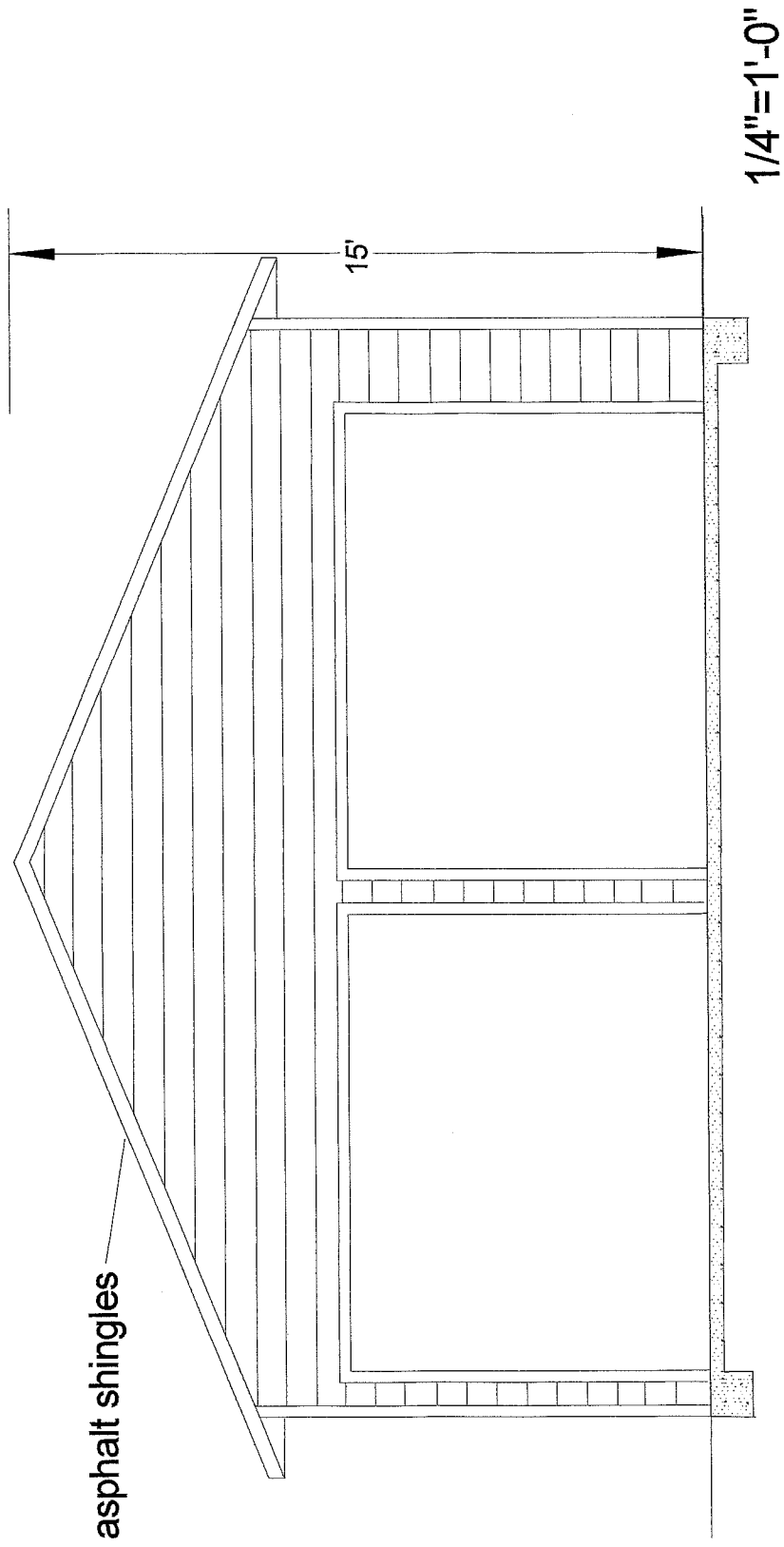
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



We would like to build this detached garage for typical garage and storage use. Since our attached garage is very small (433 square feet), we need more space. The garage will increase our property value as well. It will be used for accessory residential purposes only. All nearby areas are for residential use as well so this structure will not adversely impact nearby planned uses. It will be set back 104 feet from the north property line (10 times the required setback). It will be 43 feet from the east property line and 10 feet from the edge of our driveway easement in order to be in line with our house and required setbacks. The structure will comply with all height and design standards.

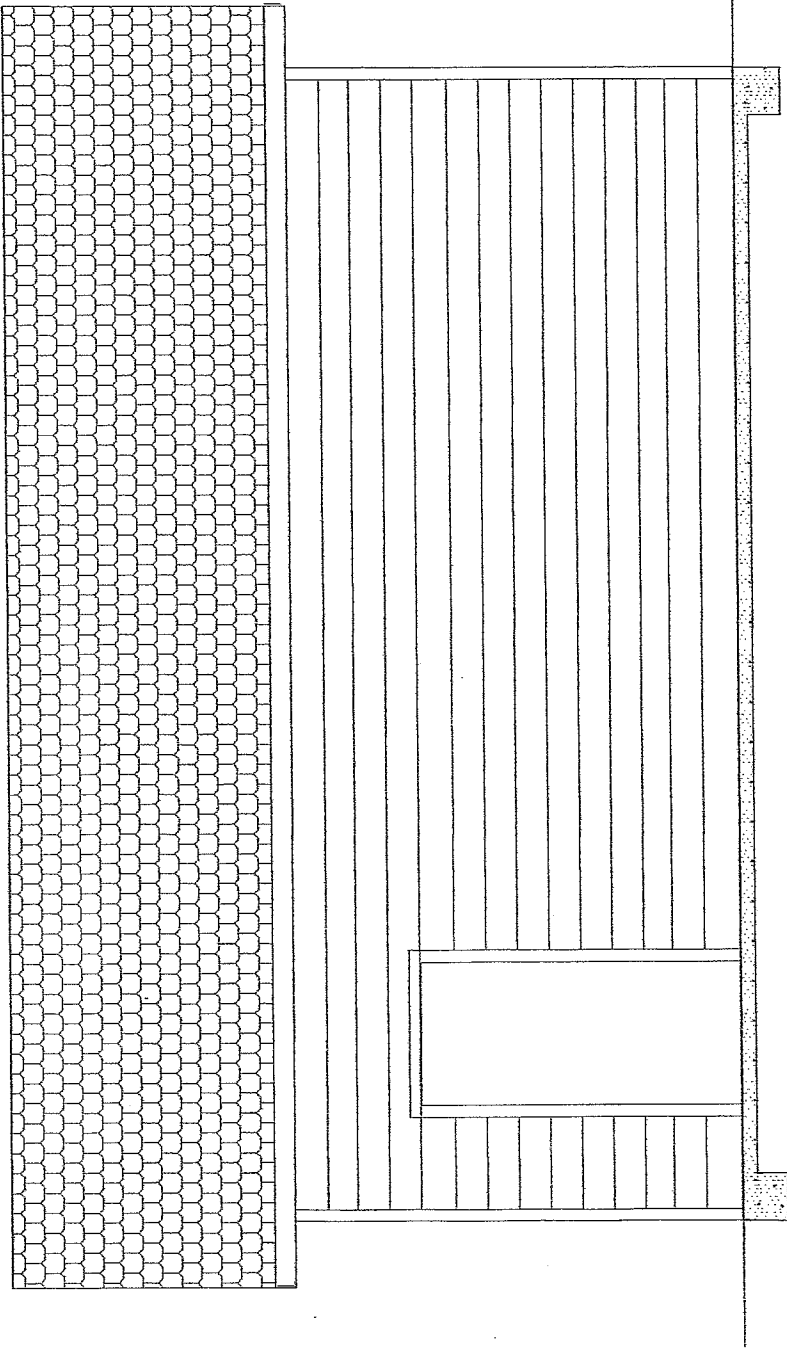




Matthew and Rachel Karel

South Elevation





1/4"=1'-0"

Matthew and Rachel Karel

East Elevation



# CERTIFICATE OF SURVEY

FOR: MATT KAREL

## LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES 12 INCH METAL SPIKE SET (UNLESS OTHERWISE NOTED)

## EXISTING PROPERTY DESCRIPTION

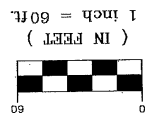
The north 700.00 feet of the south 943.00 feet of the east 110.00 feet of Government Lot 2, Section 14, Township 30, Range 23.

This survey was prepared without the benefit of titlework. Easement, appurtenances and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a title insurance commitment or attorneys title opinion.

## NOTES

- Bearing's shown are on assumed datum.
- Field survey conducted on March 17th, 2008.

## GRAPHIC SCALE



NORTH



Date: March 17, 2008 Reg. No. 44125

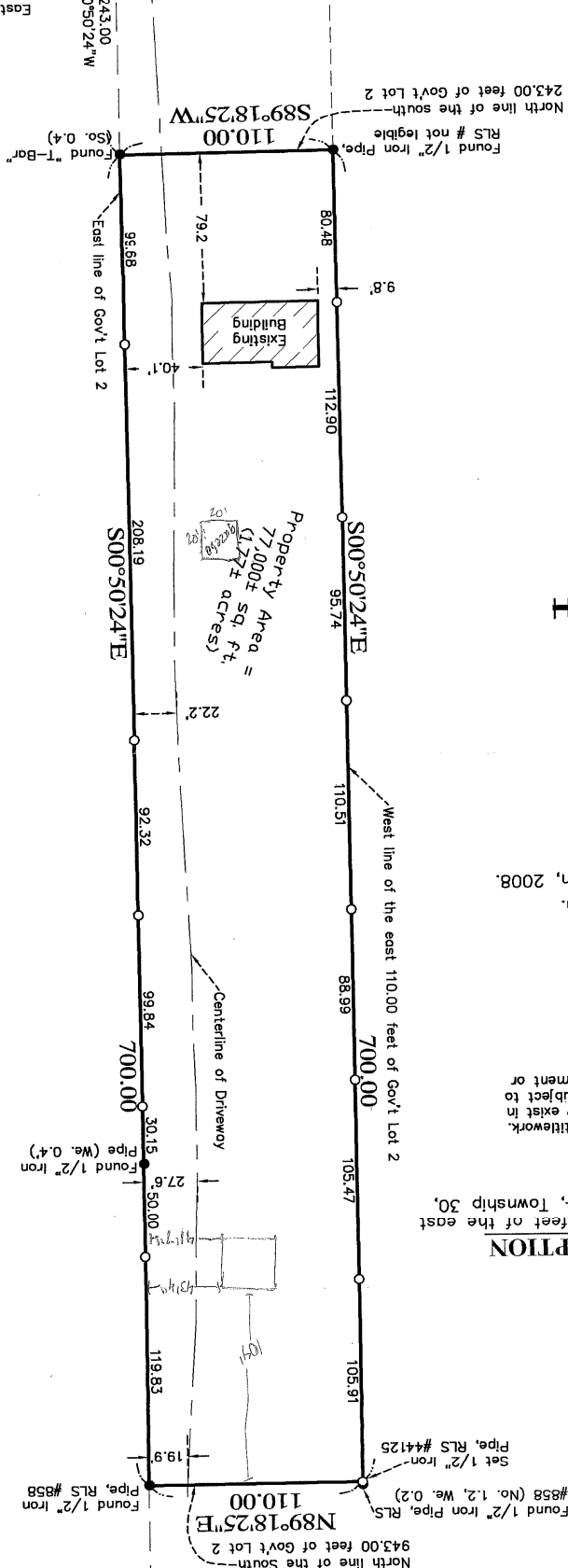
ERIC R. WICKARYOUS

I hereby certify that this survey, plan my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

ACRE LAND SURVEYING  
Harm Lake, MN 55304  
763-458-2997 acrelandsurvey@gmail.com

C:\Land Projects R2\0801315-shoreview\dwg\0801315-shoreview.dwg 3/17/2008 8:33:01 AM CDT

JOB #0801315



East 1/4 corner of Sec. 14, Twp. 30, Rng. 23 (Found)  
N89°18'41"E  
2629.48  
South line of the NE1/4 of Sec. 14, Twp. 30, Rng. 23

Center of Sec. 14, Twp. 30, Rng. 23 (Found Cast Iron Monument)

North line of the south 243.00 feet of Gov't Lot 2

Found 1/2" Iron Pipe, RLS # not legible

Found T-Bar (So. 0.4')

East line of Gov't Lot 2

80.48

8.8'

112.90

S00°50'24"E

95.74

110.51

88.99

700.00

105.47

105.81

119.83

19.9'

Found 1/2" Iron Pipe, RLS #558 (No. 1.2, We. 0.2)

Set 1/2" Iron Pipe, RLS #44125

Found 1/2" Iron Pipe, RLS #558

North line of the South 943.00 feet of Gov't Lot 2

N89°18'25"E

110.00

Centerline of Driveway

99.84

92.32

22.2'

208.19

S00°50'24"E

40.1'

95.68

80.48

110.00

S89°18'25"W

Found T-Bar (So. 0.4')

243.00

N00°50'24"W

2629.48

South line of the NE1/4 of Sec. 14, Twp. 30, Rng. 23

Center of Sec. 14, Twp. 30, Rng. 23 (Found Cast Iron Monument)

N89°18'41"E

2629.48

South line of the NE1/4 of Sec. 14, Twp. 30, Rng. 23

Center of Sec. 14, Twp. 30, Rng. 23 (Found Cast Iron Monument)

N89°18'41"E

2629.48

South line of the NE1/4 of Sec. 14, Twp. 30, Rng. 23

Center of Sec. 14, Twp. 30, Rng. 23 (Found Cast Iron Monument)

N89°18'41"E

2629.48



NOT to scale, just for square footage.



House: 1,431.5 sq. ft.  
Attached Garage: 433 sq. ft.  
Gazebo: 400 sq. ft.  
Remaining: 598 sq. ft.

Proposed Detached  
Garage: 576 sq. ft.

Updated 5/18/16

House: 1388.4  
Attached: 454.25  
Garage: 400  
Remaining: 534.15





Nicole Hill <nhill@shoreviewmn.gov>

---

## Clarification of Foundation Size

---

Matt Karel <mkarel@garlock-french.com>

Wed, May 18, 2016 at 1:52 PM

To: Niki Hill <nhill@shoreviewmn.gov>

Niki,

Thanks for coming out and the size you have is great.

Thanks again

Matt karel

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: Niki Hill <nhill@shoreviewmn.gov>

Date: 05/18/2016 12:43 PM (GMT-06:00)

To: Rachel Karel <rachel.karel@gmail.com>

Cc: Matt Karel <mkarel@Garlock-French.com>

Subject: Re: Clarification of Foundation Size

Hi Matt and Rachel,

First off, thanks so much for meeting me out there this morning Matt. I have gone through the measurements that were taken this morning and have attached an updated sheet that includes those numbers. At this point the foundation area is 1388.4. With the deduction of the existing accessory structure square footages that leaves 534.15 square feet.

I know Matt had talked about wanting to keep the 24 foot width for the door and such this morning. If that is the case, the largest that would be possible would be the 24' x 22', 528 square foot garage.

Can you please let me know if that is the updated size you would like or if you have another preference? I will update the report to reflect what your preference is within the allowable amount but would like it in writing so that it is addressed in the record.

Thanks again for meeting me out there to take care of this.

Best,

Niki

On Tue, May 17, 2016 at 9:00 AM, Niki Hill <nhill@shoreviewmn.gov<mailto:nhill@shoreviewmn.gov>> wrote:  
Hi Rachel and Matt,

Thanks for the the quick reply. I assumed after working with Rob that you had measured to get the square footages, etc but I just wanted to make sure when compared to the County and City data that we have on file. Would either of you have time to meet me later this week to at least measure out the garage and possibly the house? I just want to verify those numbers as well so it can be noted in the report, especially as the previous report had the 506 square feet. As long as those numbers match up, things should be just fine as you meet all the other criteria.

I can be flexible on the time to meet too. I'm not sure what your schedules are like but I'm willing to meet earlier



or later if need be.

Just let me know what works for you.

Thanks!

Niki

On Mon, May 16, 2016 at 4:28 PM, Rachel Karel <[rachel.karel@gmail.com](mailto:rachel.karel@gmail.com)<<mailto:rachel.karel@gmail.com>>> wrote:

Hi Niki,

Matt forwarded your email to me. I'm not sure where 506 came from the last time, but it is far off. If we made an error there, I hope it doesn't come back to bite us here! The garage is 433 square feet (21x21 with a section that juts out into it for our chimney that is 2x4). Since Rob told us to measure everything as closely as we can, we measured the whole house down to the inch. I'm assuming the correct garage measurements will make it work. The porch definitely has a roof and I don't know why that wouldn't be included in the county numbers-maybe it was added on later? If someone wants to come out and measure personally, we'd be glad to meet them here!

Thanks,

Rachel and Matt Karel

Sent from my iPhone

On May 16, 2016, at 1:55 PM, Matt Karel <[mkarel@Garlock-French.com](mailto:mkarel@Garlock-French.com)<<mailto:mkarel@garlock-french.com>>> wrote:

Matt Karel

Sales Representative

< <<http://www.garlock-french.com/>>

PROVIDING PEACE OF  
MIND SINCE 1932

Direct - [612-276-9932](tel:612-276-9932)<<tel:612-276-9932>>

[www.garlock-french.com](http://www.garlock-french.com)<<http://www.garlock-french.com/>>

Minneapolis – 2301 East 25th Street, Minneapolis, MN 55406

Office [612-722-7129](tel:612-722-7129)<<tel:612-722-7129>>

Minnetonka – 601 Carlson Parkway Suite 1050, Minnetonka, MN 55305

Office [952-473-1017](tel:952-473-1017)<<tel:952-473-1017>>

[1017](tel:952-473-1017)>

White Bear Lake – 4668 Bald Eagle Avenue, White Bear Lake, MN 55110

Office [651-429-2335](tel:651-429-2335)<<tel:651-429-2335>>

[429-2335](tel:651-429-2335)>

From: Niki Hill [<mailto:nhill@shoreviewmn.gov>]

Sent: Monday, May 16, 2016 1:24 PM

To: Matt Karel <[mkarel@Garlock-French.com](mailto:mkarel@Garlock-French.com)<<mailto:mkarel@garlock-french.com>>>

Subject: Clarification of Foundation Size

Hi Matt!

I will be calling you as well but I also wanted to send this e-mail to touch base and that it was all written down for you already. I have some concerns regarding the foundation size of the house in what you have submitted (1431.5 square feet) versus what the County has on record (1162 square feet). Even with adding in the porch (if it has a roof) we would only get to 1355 with that County Data.

Can you show me in more detail where the numbers come from? I have your drawing that was submitted with the plans and I do not believe that it adds up to the 1431.5 either.



Also, for the garage size. In the previous CUP the garage size was listed at 506. Is this incorrect?

I just want to make sure that the numbers are all accurate so I wanted to check on these things.

Thanks!

Niki

--

Niki Hill  
Economic Development and Planning Associate  
City of Shoreview | Community Development Department  
651.490.4658<tel:651.490.4658> | [nhill@shoreviewmn.gov](mailto:nhill@shoreviewmn.gov)<mailto:nhill@shoreviewmn.gov>

--

Niki Hill  
Economic Development and Planning Associate  
City of Shoreview | Community Development Department  
651.490.4658<tel:651.490.4658> | [nhill@shoreviewmn.gov](mailto:nhill@shoreviewmn.gov)<mailto:nhill@shoreviewmn.gov>

--

Niki Hill  
Economic Development and Planning Associate  
City of Shoreview | Community Development Department  
651.490.4658 | [nhill@shoreviewmn.gov](mailto:nhill@shoreviewmn.gov)<mailto:nhill@shoreviewmn.gov>



Comments:

We live at 893 Tanglewood DR.  
and while we are not opposed to the  
construction of the garage we do have  
concerns about its location. Our concern  
is the possibility of future development  
and the road extension of Lakeview.  
Please consider the placement when  
reviewing the setbacks and regulations  
for subdivisions. We are opposed to the  
garage construction if this site is  
located within the area of the road  
extension to 893 Tanglewood Drive.

Name: Tom + Shella Bonk  
Address: 893 Tanglewood DR. storey





Niki Hill

Comments:

We neighbors all anticipate that some day this beautiful vacant land north of Tanglewood Drive & south of Turtle Lake will be developed sensibly similar to what is shown on the attached Neighborhood Site Plan. By this plan the Karel site would be cut into two equal sized lots. Hoffmans would like to buy the north end from Karels.

It would be much more practical & neighborhood friendly to have the accessory structure on the south half closer to the other Karel structures, leaving the north half of the lot with more & better options for the residential neighborhood development.

As neighbors paying 8 to \$10,000. a year property taxes we deserve better than what has been proposed.

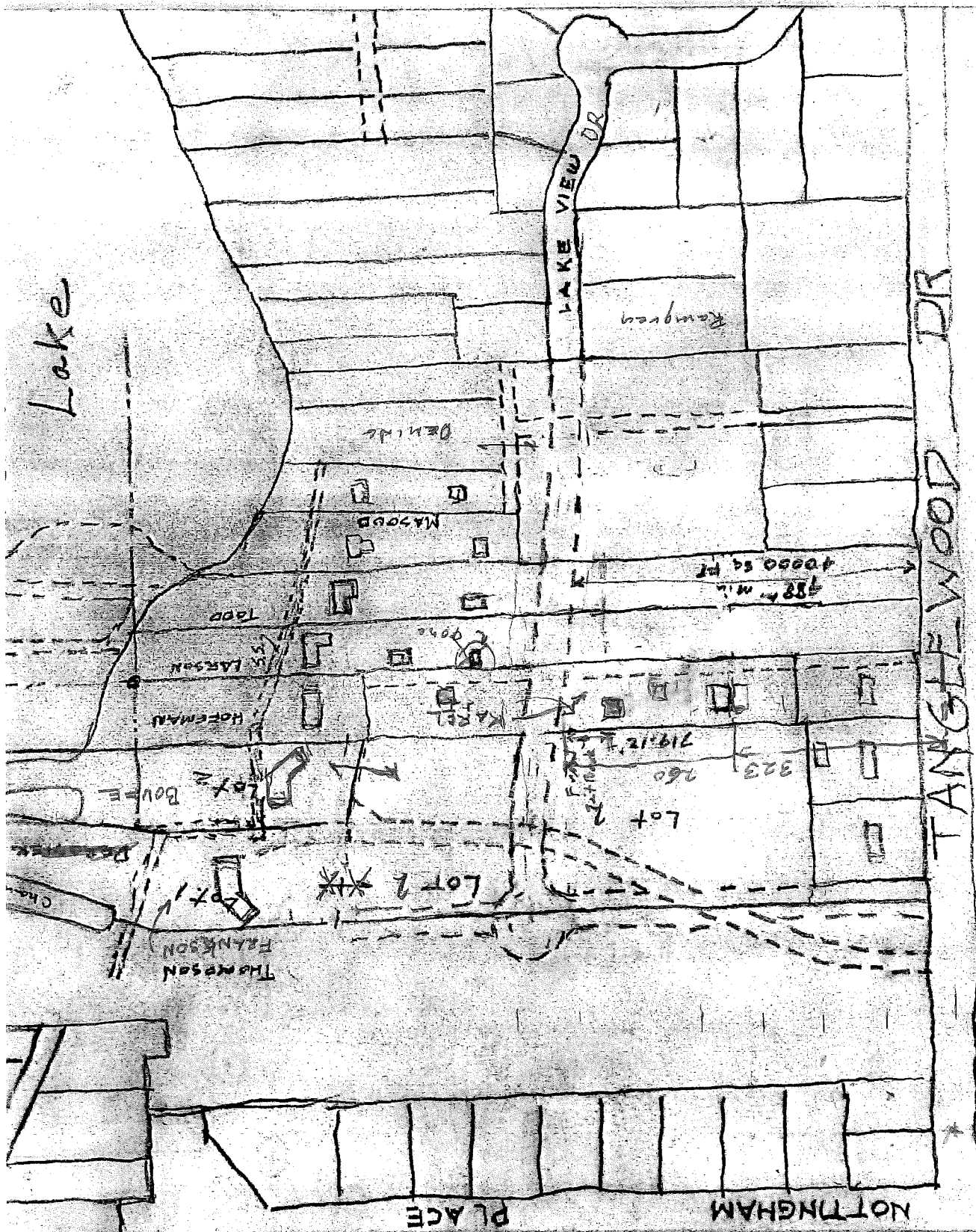
Name: Bruce P. Hanson

Address: Retired Architect

855 Tanglewood Drive







Neighborhood Site Plan



FOR: MATT KAREL

This survey was prepared without the benefit of discovery. Essentially, dependences and encumbrances may exist in relation to those shown hereon. This survey is subject to revision upon receipt of a title insurance commitment or attorneys title opinion.

The north 700.00 feet of the south 943.00 feet of the east 110.00 feet of Government Lot 2, Section 14, Township 30, Range 23.

● DENOTES IRON MONUMENT FOUND  
○ DENOTES 12 INCH METAL SPIKE SET  
(UNLESS OTHERWISE NOTED)

A hand-drawn sketch of a rectangular area, possibly a plot or field. The rectangle is outlined in pink. To the left of the rectangle, there are vertical dimension lines with labels: '14.1' (top), '27.0' (middle), and '116.83' (bottom). To the right of the rectangle, there are vertical dimension lines with labels: '105.47' (top), '105.91' (bottom), and '104.2' (bottom right). The text 'Found 1/2" Iron Pipe (We. D. 4")' is written vertically along the left side. The text 'Lot 2' is written at the top right. The text '104.2' is written vertically along the right side, near the bottom. The text '105.47' is written vertically along the right side, near the top. The text '105.91' is written vertically along the right side, near the bottom. The text '116.83' is written vertically along the left side, near the bottom. The text '27.0' is written vertically along the left side, near the top. The text '14.1' is written vertically along the left side, near the top. The text 'Found 1/2" Iron Pipe (We. D. 4")' is written vertically along the left side. The text 'Lot 2' is written at the top right.

- Bearing's shown are on assumed datum.
- Field survey conducted on March 17th, 2008.

NORTH

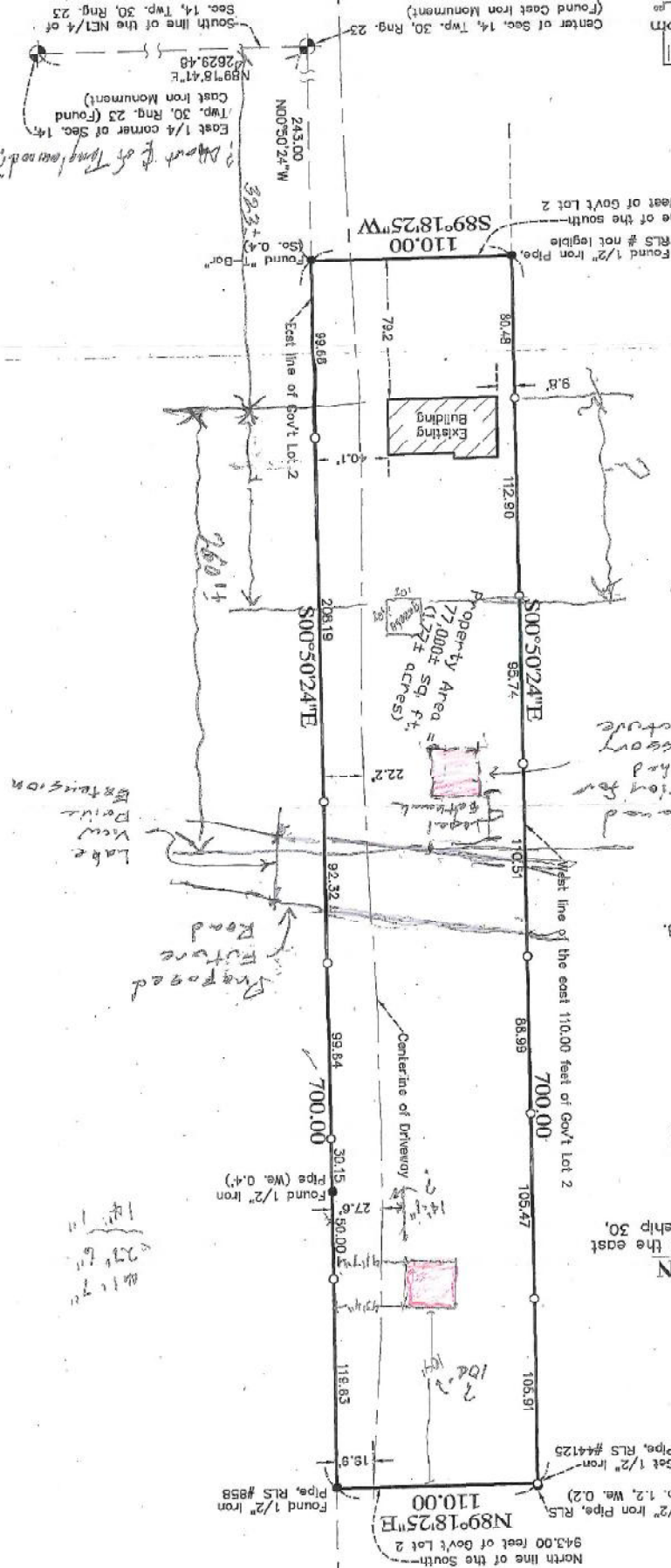
{ IN FEET } 1 inch = 60 ft.



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

C:\land Projects R2\080131s-shoreview\dwg\080131s-shoreview.dwg 3/17/2008 8:33:01 AM CDT

Center of Sec. 14, Twp. 30, Rng. 23-  
(Found Cast Iron Monument)  
Sec. 14, Twp. 30, Rng. 23  
South line of the NE1/4 of





# Karel project at 863 Tanglewood.

Comments:

The plans look good to me.  
It looks like a nice structure.

Name: Mae McDonnell  
Address: 825 Tanglewood Dr.  
Shoreview, MN 55126





Nicole Hill <nhill@shoreviewmn.gov>

---

## Fwd: Tonight's Planning Meeting Re: 863 Tanglewood Drive

---

Kathleen Castle <kcastle@shoreviewmn.gov>  
To: Nicole Hill <Nhill@shoreviewmn.gov>

Wed, May 25, 2016 at 9:21 AM

Well - we can include this with the Council packet.

Kathleen Castle  
City Planner  
City of Shoreview  
651-490-4682  
[kcastle@shoreviewmn.gov](mailto:kcastle@shoreviewmn.gov)

----- Forwarded message -----

From: **Stephen Hoffman** <[steve.j.hoffman@comcast.net](mailto:steve.j.hoffman@comcast.net)>  
Date: Tue, May 24, 2016 at 6:29 PM  
Subject: Tonight's Planning Meeting Re: 863 Tanglewood Drive  
To: [kcastle@shoreviewmn.gov](mailto:kcastle@shoreviewmn.gov), [jdoan@shoreviewmn.gov](mailto:jdoan@shoreviewmn.gov), [bmccool@shoreviewmn.gov](mailto:bmccool@shoreviewmn.gov),  
[ssolomonson@shoreviewmn.gov](mailto:ssolomonson@shoreviewmn.gov), [dferrington@shoreviewmn.gov](mailto:dferrington@shoreviewmn.gov), [ethompson@shoreviewmn.gov](mailto:ethompson@shoreviewmn.gov)  
Cc: Mary Jo Hoffman <[maryjo.hoffman@comcast.net](mailto:maryjo.hoffman@comcast.net)>

Hello Planning Commission Members,

I am just sending a brief email about tonight's planning commission meeting. I live at 859 Tanglewood Drive, and am the lakeside neighbor to Matt and Rachel Karel. I cannot be there tonight in person, and understand this email may be too late to have any effect, but I would simply like to request that some consideration be given to the possibility of moving the proposed structure at 863 Tanglewood Drive farther south, and closer to the Karels' house. There is an awful lot of land between their house and the proposed building site, which happens to be fully visible out our front windows.

We accept that the land is not ours and the Karels' have the right to build on it, but it seems unnecessary to thoroughly disrupt our wooded views with a manmade structure, when there are places farther south that would be hidden from view both from the Karels' house and from ours. This wooded setting is precious to us, and it the reason we bought our house. Since we purchased our house "in the woods," we have fought, unsuccessfully, the construction of a 6500 square foot house to our west, and a hot tub structure built by the Karels last year that ended up as near to our shared driveway as possible. Now we are faced with a large storage building in full view of our house. Again, this is not our land, but does the commission have any authority or interest in preserving to some extent the views of neighbors when structures are built? I don't know, but I would ask you to weigh this, especially when a more elegant and less visible solution is available.

I'd like to remind the commission that, in the course of last year's planning meeting, when the nearness of the the hot tub structure to our driveway was discussed, we requested that some evergreen trees or hedges be planted between the driveway and the structure in order to soften its visual impact. What was eventually planted were three basketball sized shrubs, which died almost immediately. I asked if the Karels would consider replanting those shrubs, or if they would allow us to purchase and plant the shrubs ourselves. Here is the response I got:



"The shrubs in front of the hot tub:

Basically to make a long story short, those were approved by the city of Shoreview. Give them time-they are supposed to grow nice and big (several feet across and high). So no, we are not open to putting something else there."

And here are the shrubs as of this afternoon, as viewed from our driveway:





I am tired of complaining and feeling like a bad neighbor, and I'm tired of fighting and losing, and yet, our property has been consistently impinged on by our neighbors since we moved in. It is not the setting we purchased. It's not the setting we agreed to pay Ramsey county lakefront property taxes on. It is about to become even less so, and I feel as if I have no advocates on my side.

I submit this, without much hope, for your consideration.

## STEVE HOFFMAN

Tax Preparer—Steve Hoffman Tax Service

Owner Broker—Urban Suburban Real Estate

Tel: (612) 250-6625 fax: 651-705-8879

steve.j.hoffman@comcast.net

<http://prep.1040.com/stevehoffman>

I'm active on Instagram at @sjrho Hoffman





Nicole Hill <nhill@shoreviewmn.gov>

---

## 863 Tanglewood Road - Detached Garage

1 message

---

**Tom Wesolowski** <twesolowski@shoreviewmn.gov>

Thu, May 12, 2016 at 4:05 PM

To: Nicole Hill <NHill@shoreviewmn.gov>

Niki,

Reviewed the application and have no comments. Check the utility as-builts and do not see any conflicts.

Thanks, Tom

**Tom Wesolowski, P.E. | City Engineer**

City of Shoreview

4600 Victoria St. N.

Shoreview, MN 55126

[twesolowski@shoreviewmn.gov](mailto:twesolowski@shoreviewmn.gov)

Direct Tel: [651-490-4652](tel:651-490-4652)

Fax: [651-490-4696](tel:651-490-4696)



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-48  
CONDITIONAL USE PERMIT**

**WHEREAS**, Matthew and Rachel Karel, husband and wife, have applied for a conditional use permit to construct a detached accessory structure on their property, legally described as:

The north 700.00 feet of the south 943.00 feet of the east 110.00 feet of Government Lot 2,  
Section 14, Township 30, Range 23.

*(This property is commonly known as 863 Tanglewood Drive, Shoreview, Minnesota.)*

**WHEREAS**, in accordance with the Development Code, on lots larger than one acre but less than two acres, accessory structures may exceed the maximum allowable square footage permitted as a Conditional Use Permit provided certain standards are met and,



**WHEREAS**, the maximum area permitted for a detached accessory structures is 440 square feet. The combined area of all accessory structures cannot exceed 100% of the dwelling unit foundation area or 1,500 square feet, whichever is more restrictive; and,

**WHEREAS**, the property has a lot area of 1.77 acres and is within the RE, Residential Estate Zoning District; and

**WHEREAS**, the detached structure will have a floor area of 528 square feet, increasing the total floor area of accessory buildings to 1382 square feet, as detailed in the submitted plans; and

**WHEREAS**, the Planning Commission held a public hearing on the proposal and found that the proposed use was consistent with the Comprehensive Plan and that the proposed use would not have a detrimental effect on the character and development of the neighborhood; and

**WHEREAS**, the City Council is authorized by state law and the City of Shoreview Development Code to make final decisions on conditional use permit requests.

**NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW CITY COUNCIL**, that the above-described conditional use permit be approved on the basis of the following findings of fact:

1. The proposed accessory structure will maintain the residential use and character of the property and is therefore in harmony with the general purposes and intent of the Development Ordinance.
2. The primary use of the property will remain residential and is in harmony with the policies of the Comprehensive Guide Plan.
3. The conditional use permit standards as detailed in the Development Ordinance for a residential accessory structure are met.
4. The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.

**NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE SHOREVIEW CITY COUNCIL** that a Conditional Use Permit allowing the construction of the 528 square foot structure is hereby approved, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design and finish of the structure shall be compatible with the dwelling.
3. Vegetation and/or screening shall be installed on the east side of the garage to lessen the visual impact adjacent to the driveway easement. A landscape plan shall be submitted for City review and approval prior to issuance of building permit.
4. A minimum setback of 10-feet is required from the private driveway easement line.
5. The applicant shall obtain a building permit for the structure.
6. The structure shall be used for storage and other garage related purposes.
7. The structure shall not be used in any way for commercial purposes.



The motion was duly seconded by Council Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Adopted this 6th day of June, 2016

\_\_\_\_\_  
Sandra C. Martin, Mayor  
Shoreview City Council

ATTEST:

\_\_\_\_\_  
Terry Schwerm, City Manager

ACCEPTANCE OF CONDITIONS:

\_\_\_\_\_  
Matthew Karel

\_\_\_\_\_  
Rachel Karel

SEAL



STATE OF MINNESOTA)  
  )  
COUNTY OF RAMSEY )  
  )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City of Shoreview City Council held on the 6th day of June, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript there from insofar as the same relates to adopting Resolution 16-48.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 6th day of June, 2016.

---

Terry C. Schwerm  
City Manager

SEAL



**SHOREVIEW PLANNING COMMISSION  
MEETING MINUTES  
May 24, 2016**

**CALL TO ORDER**

Chair Doan called the May 24, 2016 Shoreview Planning Commission meeting to order at 7:00 p.m.

**ROLL CALL**

The following Commissioners were present: Chair Doan; Commissioners McCool, Peterson, Solomonson, Thompson and Wolfe.

Commissioner Ferrington was absent.

**APPROVAL OF AGENDA**

MOTION: by Commissioner Peterson, seconded by Commissioner Thompson to approve the May 24, 2016 Planning Commission meeting agenda as presented.

**VOTE:**                                      **Ayes - 6**                                      **Nays - 0**

**APPROVAL OF MINUTES**

MOTION: by Commissioner Peterson, seconded by Commissioner Solomonson to approve the April 26, 2016 Planning Commission meeting minutes, as presented.

**VOTE:**                                      **Ayes - 5**                                      **Nays - 0**                                      **Abstain - 1 (Doan)**

Chair Doan abstained, as he did not attend the April 26, 2016 meeting.

**REPORT ON CITY COUNCIL ACTIONS**

City Planner Kathleen Castle reported that the City Council approved the Midland Terrace application to build a detached garage as recommended by the Planning Commission at the May 2, 2016 Council meeting.

**NEW BUSINESS**

**PUBLIC HEARING – CONDITIONAL USE PERMIT**

**FILE NO:**                                      **2614-16-13**  
**APPLICANT:**                                      **MATTHEW & RACHEL KAREL**  
**LOCATION:**                                      **863 TANGLEWOOD DRIVE**

**Presentation by Economic Development and Planning Associate Niki Hill**



A Conditional Use Permit (CUP) is requested to build a detached garage of 528 square feet. The property is zoned Residential Estate and consists of 1.77 acres. There is a single-family home on the property of 1,388 square feet with an attached garage of 454 square feet. There is also a 400 square foot detached gazebo. The maximum size structure allowed is 440 square feet. The CUP allows review of the application in terms of the Development Code standards and consistency with the Comprehensive Plan. Properties of more than one acre are allowed accessory structures that exceed the maximum size with a CUP. With the proposed detached garage, accessory structures would total 1500 square feet or 100% of the dwelling unit foundation.

The proposed structure would be 43 feet from the east property line, 10 feet from the driveway easement and 104 feet south of the north property line. The purpose is for storage. The new structure will not be in view of any adjacent home or public street and will comply with all height and design standards. The height would be 15 feet with a wall height of 10 feet. The exterior will match the home. Additional landscaping is recommended to reduce the impact along the driveway.

Notices were sent to surrounding property owners regarding this application. One comment was received in support; two comments expressed concern about the impact of the garage on future development.

Staff finds the proposal is consistent with Development Code standards and the Comprehensive Plan. The single-family home remains the primary feature of the property. The size of all accessory structures is less than 100% of the dwelling foundation area. It is recommended the application be forwarded to the City Council for approval.

Commissioner McCool asked for further clarification about future development and future road plan. Ms. Hill stated that at this time there are no plans for subdivision. The property is in a Policy Development Area (PDA), which would trigger particular attention to meeting all standards and requirements should a subdivision be requested. Lakeview Drive is part of a future subdivision.

Commissioner Solomonson asked the reason for the additional landscaping and the reason for the chosen location. Ms. Hill responded that the screening is to lessen impact of the structure to the driveway.

City Attorney stated that all requirements for public notice have been met.

**Mr. & Mrs. Karel** stated that the reason for the chosen location is to avoid the drain field for the septic system and to take down as few trees as possible. **Mrs. Karel** emphasized that they have no interest in further subdivision and creation of a road.

Commissioner Peterson asked the reason for a larger garage that requires a CUP. **Mrs. Karel** explained that they have a number of ATVs and other vehicles that they would like to keep stored and keep the property neat looking.



Commissioner Wolfe asked if there is a security concern with the garage so far from the home. Further, he asked how close the nearest neighbor is located. **Mr. Karel** responded that the nearest neighbor is 104 feet. The driveway is private and there have been no problems with anyone coming onto their property.

Chair Doan opened the public hearing.

**Mr. Bruce Larson**, 855 Tanglewood Drive, stated that he has no objection, but he would prefer it in another location, not so far from the house and more in relation to the other buildings. It will be very visible in the winter and not handy to get to. It will also be more disruptive to the woods.

MOTION: by Commissioner McCool, seconded by Commissioner Solomonson to close the public hearing.

VOTE: Ayes - 6 Nays - 0

Commissioner Peterson expressed concern about a larger size than regulation. The City just completed revised regulations for size flexibility with accessory structures, but there is already an application for an exception.

Commissioner McCool noted that this is not a variance but a CUP. With the findings of staff, this application can be granted.

MOTION: by Commissioner Solomonson, seconded by Commissioner McCool to recommend the City Council approve the Conditional Use Permit submitted by Matthew and Rachel Karel, 863 Tanglewood Drive, to construct a 24' x 22', 528 square foot detached accessory structure on their property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design and finish of the structure shall be compatible with the dwelling.
3. Vegetation and/or screening shall be installed on the east side of the garage to lessen the visual impact adjacent to the driveway easement.
4. A minimum setback of 10-feet is required from the private driveway easement line.
5. The applicant shall obtain a building permit for the structure.
6. The structure shall be used for storage and other garage related purposes.
7. The structure shall not be used in any way for commercial purposes.

Said approval is based on the following findings of fact:

1. The proposed accessory structure will be maintain the residential use and character of the property and is therefore in harmony with the general purposes and intent of the Development Ordinance.



PROPOSED MOTION

MOVED BY COUNCILMEMBER: \_\_\_\_\_

SECONDED BY COUNCILMEMBER: \_\_\_\_\_

To adopt Resolution No.16-51 approving Change Order No. 1 in the amount of \$185,735.00 for the I694 Water Main Relocation, City Project 15-10.

ROLL CALL:      AYES \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON                      \_\_\_\_\_                      \_\_\_\_\_

QUIGLEY                      \_\_\_\_\_                      \_\_\_\_\_

SPRINGHORN                      \_\_\_\_\_                      \_\_\_\_\_

WICKSTROM                      \_\_\_\_\_                      \_\_\_\_\_

MARTIN                      \_\_\_\_\_                      \_\_\_\_\_

REGULAR COUNCIL MEETING  
JUNE 6, 2016  
TEW



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: JUNE 1, 2016

SUBJECT: I694 WATER MAIN REPLACEMENT, CITY PROJECT 15-10,  
CHANGE ORDER NO. 1

### INTRODUCTION

The attached Change Order No.1 has been prepared by staff and must be approved by Council in order to modify the contract.

### BACKGROUND

On April 4, 2016, the City Council awarded a contract to Dave Perkins Construction in the amount of \$110,673.00 for the I694 Water Main Relocation, City Project 15-10 and authorized the Mayor and City Manager to sign said contract.

The bid consisted of installing a 20-inch casing pipe at a lower elevation under the drive lanes of I694 just east of the Victoria Street overpass, installing a 12-inch water main in the casing pipe, and connecting the new water main to the existing water main. As shown on the attached drawing.

Per an agreement with the Minnesota Department of Transportation (MnDOT) that was approved by the City Council at their November 2, 2015 meeting, MnDOT will reimburse the City for the costs associated with the water main relocation up to a maximum of \$265,000. The total estimated cost for the project was \$200,000 including an allowance for engineering, administration, and contingencies.

### DISCUSSION

After the installation of the casing pipe and new water main the Contractor and City staff were unable to locate the existing water main to complete the connection of the new water main to the existing water main. The Victoria Street overpass was widened in the early 1990's and additional fill material was placed along the overpass. The water main was not relocated at that time and as a result the water main is located less than 10-feet east of the overpass and is at a depth in excess of 18-feet. The City's record drawings for the water main did not show the existing water main at that location or depth and it was not accounted for in the original design of the project.

Due to the close proximity of the overpass and the depth of the pipe, the connection of the new water main to the existing water main cannot be completed as shown on the plans. After examining different alternatives, it was determined the preferred alternative would consist of extended new water main to the north and south under the on/off ramps to connect to the existing water main. The preferred routing is shown on the attached plan. This alternative will move the



water main farther away from the overpass and allow the water main to be installed at a typical depth of 8-feet. The new location and depth would allow access to the pipe when future maintenance is required. At the current location and depth maintenance on the water main would be impossible.

Change Order No. 1 has been prepared to address the costs associated with the new water main routing.

**ADDITION:**

The Contractor had to complete additional work not included in the original contract to determine the location and depth of the existing water main.

A new pay item will be added to the contract as follows:

Exploratory & Additional Water Main Work	
Lump Sum @ \$18,275.00/Lump Sum =	\$18,275.00

As shown on the attached invoice from Dave Perkins Contracting.

New pay items will be added to the contract as shown on the attached estimate from Dave Perkins Contracting for the new water main routing:

Total Estimated Cost – New Water Main Routing = \$167,460.00

Change Order No. 1 additions total \$185,735.00 and will increase the contract amount to \$296,708.00.

FUNDING

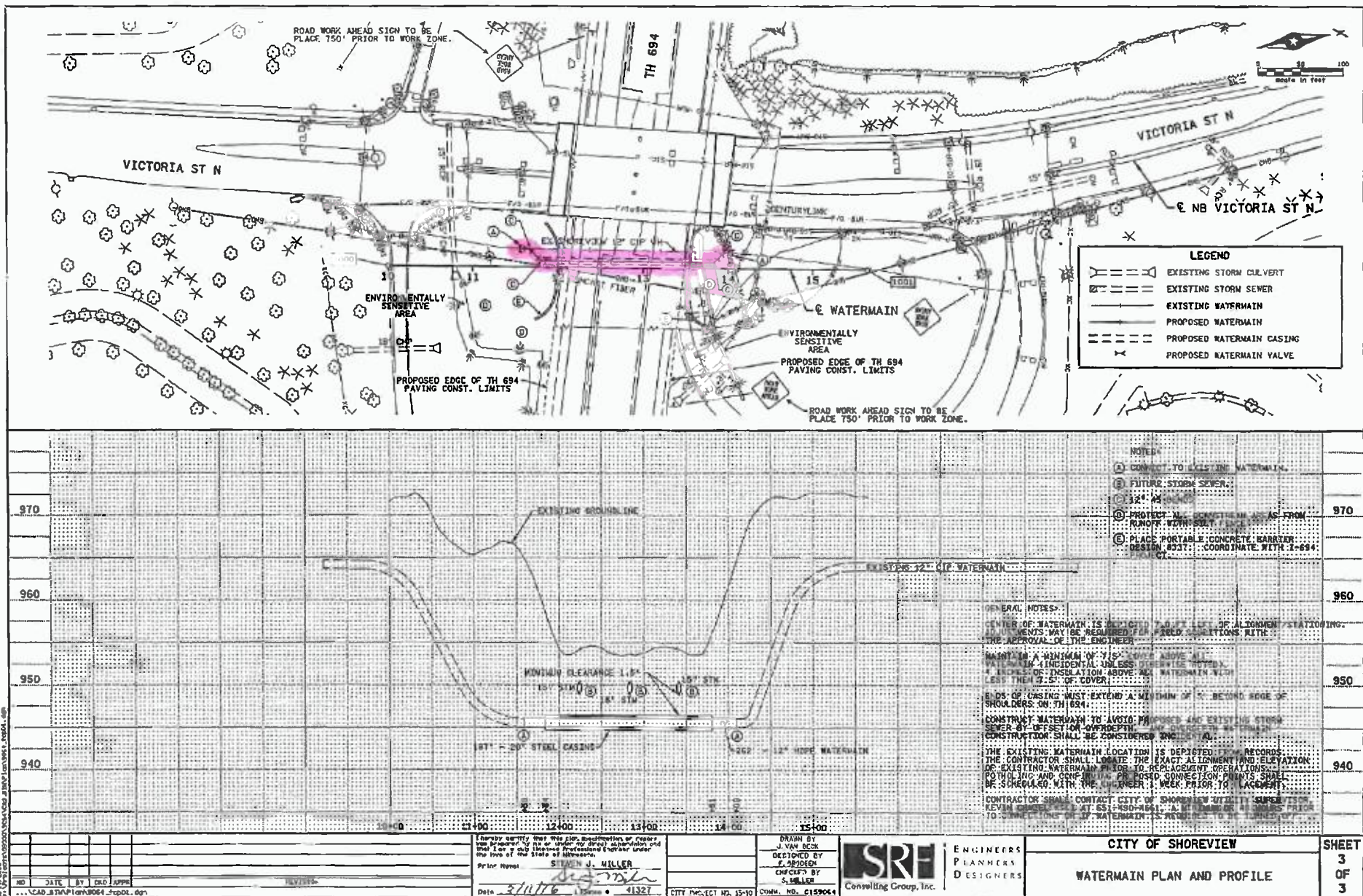
MnDOT has agreed to increase the reimbursement limit to the City to cover most if not all of the additional costs associated with the new water main routing. City staff is currently working with MnDOT on the reimbursement limit. Any costs above the MnDOT reimbursement amount will be funded from the Water Fund.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution approving Change Order No. 1 for the I694 Water Main Relocation, City Project 15-10.

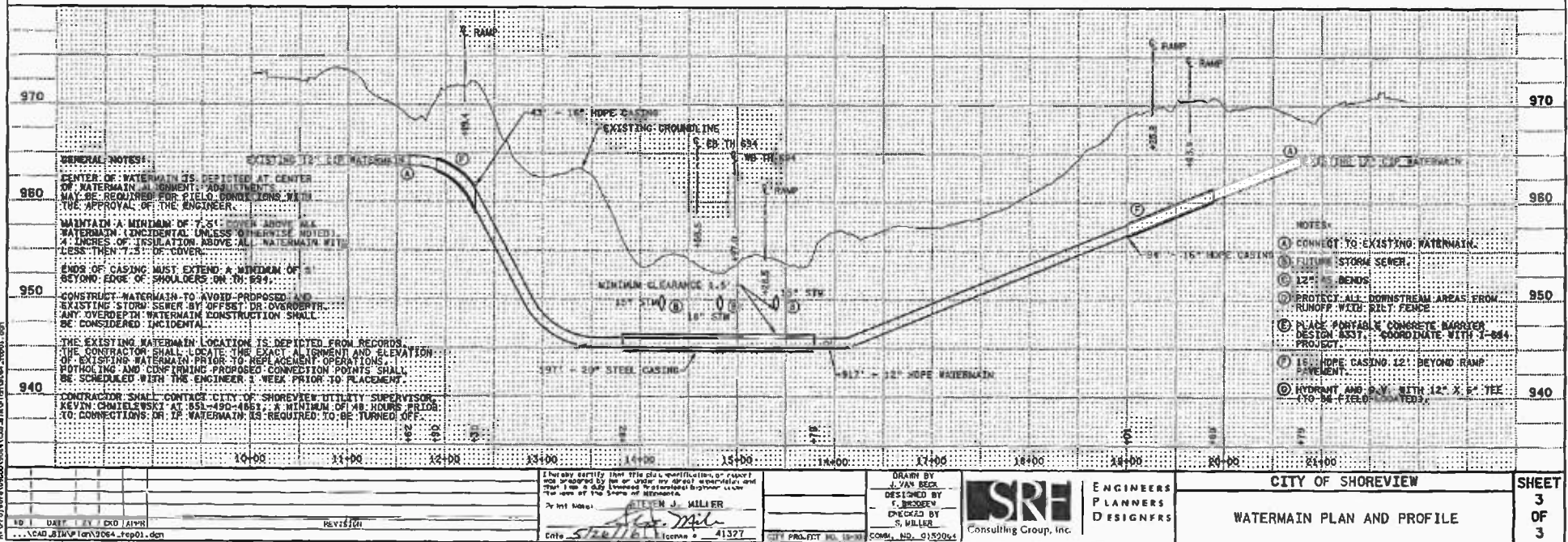
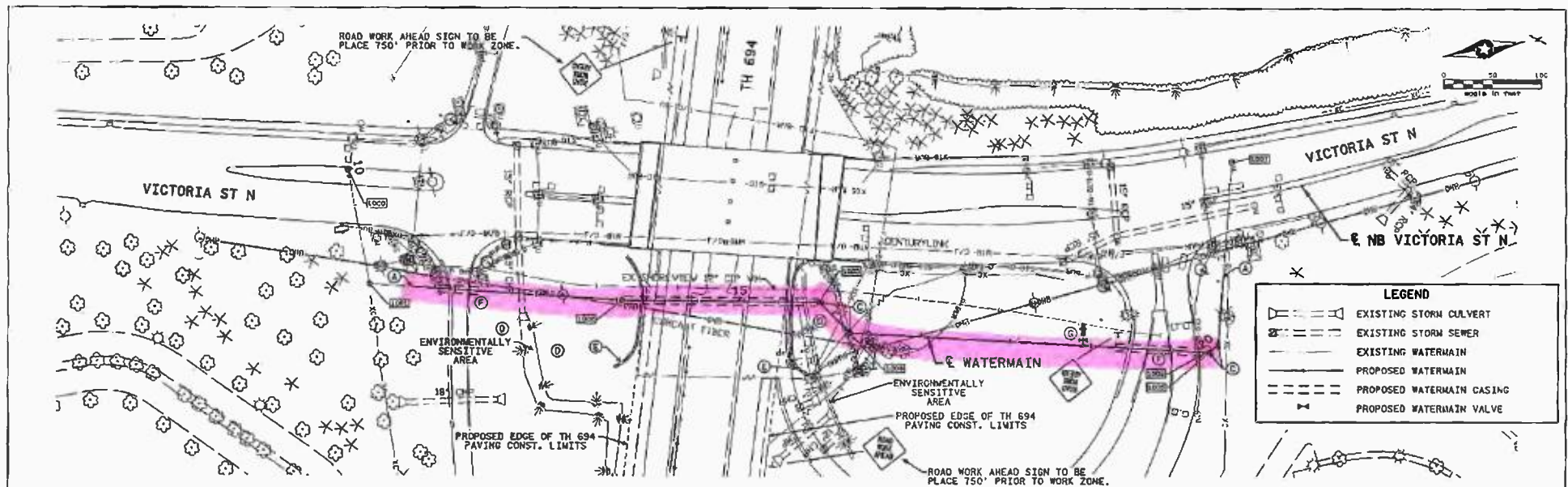


As Bid Water main Routing





# Revised Water Main Routing





**dave perkins contracting inc.**

19745 Nowthen Blvd. NW  
Nowthen, MN 55303-9655

**Invoice**

DATE	INVOICE NO.
5/26/2016	25926

**BILL TO**

The City of Shoreview  
4600 Victoria Street N  
Shoreview, MN 55126

**JOB REFERENCE**

Part B  
Water Main  
Added Work

SERVICED	DESCRIPTION	QTY	RATE	AMOUNT
5/16/2016	2 Crews With City	2	5,200.00	10,400.00
	Crew With City Credit 1 Day	1	-5,200.00	-5,200.00
5/17/2016	Supervisor	2	125.00	250.00
5/19/2016	Exploratory Dig		6,095.00	6,095.00
	30 hours Labor - Certified Pipe Layer \$79 hour			
	9 hours Supervisor With Pick-Up & Tools \$125 hour			
	10 hours 325 Excavator \$185.00 hour			
	6 hours Supervisor \$125 hour			
5/20/2016	Exploratory Dig By Ramps		3,865.00	3,865.00
	21 hours Labor - Certified Pipe Layer			
	7 hours Supervisor With Pick-Up & Tools			
	7 hours 325 Excavator			
	2 Trench Box's for 2 days	4	550.00	2,200.00
	Skidsteer	7	95.00	665.00
			<b>Total</b>	<b>\$18,275.00</b>

**TERMS: Due upon receipt.**

All Past Due Accounts will be charged a 1 1/2% Service Charge Per Month.

**dave  
perkins  
contracting  
inc.**

(763) 427-0109

Fax 427-3806

*Thank You*





19745 Nowthen Blvd NW \* Nowthen, MN 55303 \*(763) 427-0109 \*Fax (763) 427-3806

May 25, 2016

City of Shoreview  
4600 North Victoria Street  
Shoreview, MN 55126

Ref: I694 Water Relocation  
City Project # 15-10

Sub: Water Main  
Added Work

North Side

4 – Connects	\$5,500.00	\$22,000.00
410' – 12" Water Main	\$70.00	\$28,700.00
1 Tee & Bend's		\$2,500.00
1 – Hydrant With Gate Valve		\$7,300.00
36' – 6" Water Main	\$85.00	\$3,060.00
100' Water Main Casing	\$365.00	\$36,500.00
100' – 12" HDPE	\$75.00	\$7,500.00

South Side

250' – 12" Water Main Drilled With 50' Casing		\$40,900.00
2 Connects	\$5,500.00	\$11,000.00

Hydro Seed Mulch	\$2,800.00
Traffic Control	\$5,200.00

BID: \$167,460.00  
Staking By Others

BY: Dave Perkins

  
Dave Perkins Contracting, Inc.

ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2016 at 7:00 pm. The following members were present:

and the following members were absent:

Member            introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-51  
APPROVING CHANGE ORDER NO.1  
I694 WATER MAIN RELOCATION  
CITY PROJECT 15-10

WHEREAS, On April 4, 2016 the City Council awarded a contract to Dave Perkins Construction, Inc. for the I694 Water Main Relocation, City Project 15-10 and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$110,973.00, and

WHEREAS, Change Order No. 1, in the amount of \$185,735.00 has been prepared in order to address certain changes, additions, or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$296,708.00, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 1.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

1. That Change Order No.1, in the amount of \$185,735.00, resulting in a revised contract amount of \$296,708.00, is hereby approved, and
2. That Change Order No.1 will be funded from a reimbursement of qualified expenses submitted to MnDOT and the Water Fund if expenses exceed the reimbursement limit set by MnDOT.



The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 6<sup>th</sup> day of June 2016.

STATE OF MINNESOTA    )  
  )  
COUNTY OF RAMSEY    )  
  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6<sup>th</sup> day of June, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 1, for the I694 Water Main Relocation, City Project 15-10.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 7th day of June, 2016.

---

Terry C. Schwerm  
City Manager

SEAL



## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 16-52 ordering that the Public Hearing be held at the Shoreview City Hall at 7:00 P.M. on July 18, 2016 concerning the final layout for I-35W Improvements.

ROLL CALL:     AYES \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON \_\_\_\_\_

QUIGLEY

SPRINGHORN

WICKSTROM

MARTIN

REGULAR COUNCIL MEETING  
JUNE 6, 2016



TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK J. MALONEY, PE  
PUBLIC WORKS DIRECTOR

DATE: JUNE 1, 2016

SUBJECT: I-35W FINAL LAYOUT (MNDOT)  
CALL FOR PUBLIC HEARING

### BACKGROUND

MnDOT is currently in the process of designing future improvements for I-35W between Highway 36 (Roseville) and Lexington Avenue (Blaine) – see attached map. The proposed improvements would include adding a managed (MnPASS) lane in each direction to improve capacity and reduce congestion. The project would potentially include modifications or replacements of existing I-35W pavements and bridges as well as the installation of noise walls at various locations in the interstate corridor, but none are warranted within Shoreview. Although the project is not fully funded at this time, MnDOT is moving forward with the final design and environmental impact assessments so that the project could be implemented as funding becomes available.

MN Statute 161.16 requires MnDOT to obtain Municipal Consent for proposed improvements of this type. The Municipal Consent process begins with a Public Hearing concerning the final layout documents. Following the hearing, state statutes allow the City Council 90 additional days to consider approval of the final layout. That is the same process that was previously followed for the improvements currently occurring along I-694 in Shoreview.

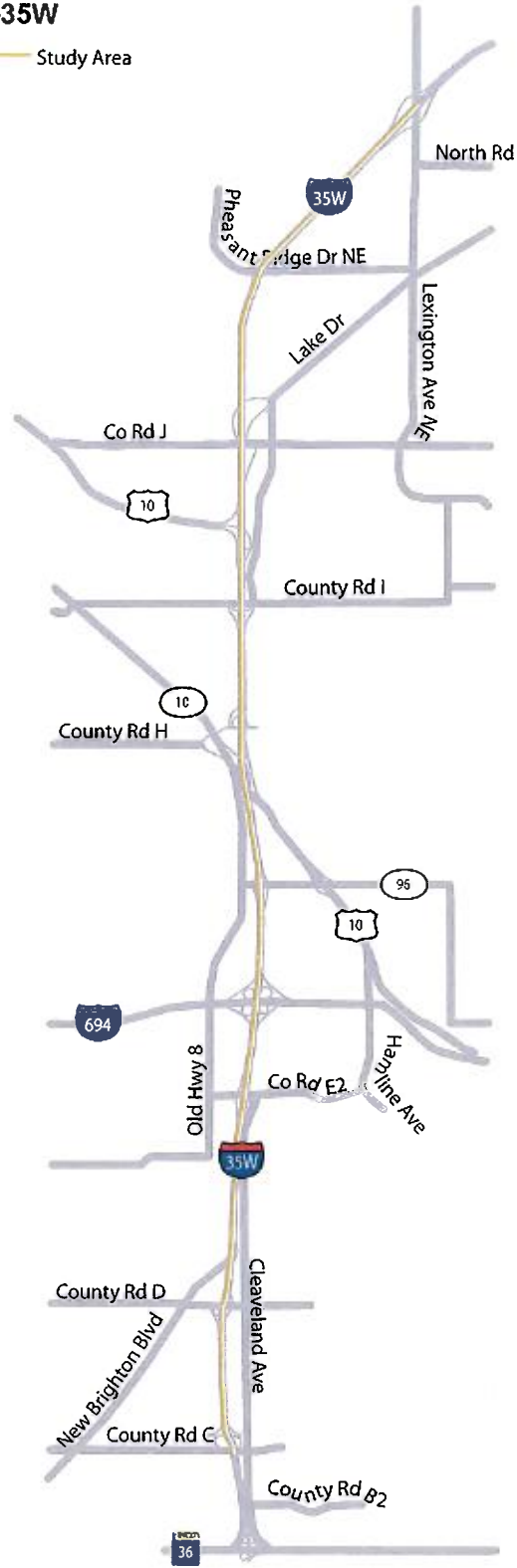
### RECOMMENDATION

It is recommended that the City Council approve Resolution No. 16-52 ordering a public hearing be held at 7:00 P.M., July 18, 2016 concerning the final layout for I-35W improvements.



# I-35W

Study Area





**- PROPOSED -**

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD JUNE 6, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on June 6, 2016, at 7:00 p.m. The following members were present:

and the following members were absent:

Member                introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-52**

**RESOLUTION ORDERING HEARING FOR I-35W FINAL LAYOUT**

WHEREAS, MnDOT has developed a final layout for future I-35W improvements,  
and

WHEREAS, Mn Statutes 161.16 require MnDOT to obtain Municipal Consent for improvements that meet certain thresholds; and

WHEREAS, the City of Shoreview is required to hold a Public Hearing concerning consideration for approval of the final layout.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

1.        The Council shall meet on the 18th day of July, 2016, at 7:00 p.m., in the City Council Chambers, 4600 Victoria Street North, in the City of Shoreview, for the purpose of holding a public hearing concerning the approval of the I-35W final layout.
2.        The Public Hearing notices shall be published by the City Manager in the official newspaper at least 30 days prior to the hearing.



Page Two

and the following voted against the same:

STATE OF MINNESOTA) )  
COUNTY OF RAMSEY ) )  
CITY OF SHOREVIEW ) )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 6<sup>th</sup> day of June, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to ordering the public hearing for the I-35W final layout.

WITNESS MY HAND officially as such Manager and the corporate seal of the  
City of Shoreview, Minnesota, this 7<sup>th</sup> day of June, 2016.

Terry C. Schwerm  
City Manager

SEAL



## **MOTION TO APPROVE**

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER:** \_\_\_\_\_

To approve the Site and Building Plan review application, including the Development Agreements, submitted by Stephen Laliberte, 1080 West County Road E, for the expansion and remodeling of the existing commercial building. Said approval is subject to the following:

This approval is subject to the following:

1. This approval permits the development of the expansion of the commercial building as identified in the approved plans.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The applicant shall explore options for landscape screening along the north side of the parking lot.
6. Prior to the installation of any signs, a sign permit is required by the City. A free-standing sign must be setback a minimum of 5-feet from the road easement.
7. A permit from Ramsey County must be received for any work in the County Road E right-of-way.
8. The trash/recycling receptacle shall be contained in an enclosure that is designed with building materials that compliment the building.
9. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The existing and proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.



2. The expansion of the commercial building for office and retail use is compatible with the adjoining land uses and will not have a significant adverse impact on surrounding properties.
3. The reinvestment in the property supports the City's land use and economic development goals.
4. The development plans comply with the standards of the C2, General Commercial District.

**ROLL CALL:**    **AYES** \_\_\_\_\_    **NAYS** \_\_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting – June 2, 2016

T:\2016 Planning Cases Files\2616-16-15 1080 County Rd E –Laliberte\cc motion



**TO:** Mayor, City Council and City Manager

**FROM:** Kathleen Castle, City Planner

**DATE:** June 3, 2016

**SUBJECT:** File No. 2616-16-15, Site and Building Plan Review, Laliberte – 1080 West County Road E

**Introduction**

Stephen Laliberte, 1080 County Road E, submitted a Site and Building Plan Review application for the expansion and remodeling of the existing commercial building on his property.

The project will be completed in four phases and includes:

- 1) Expansion of the main (first) floor with a 1,613 square foot show-room/retail addition on the north (front) side and a 1,299 square foot loading dock addition on the south (rear) of the building.
- 2) A second floor addition on the north (front) side of the building for a chair-lift and lobby area.
- 3) Interior remodeling of the existing retail/office and warehouse space.
- 4) Exterior site work including re-paving a portion of the parking lot and stormwater management.

The Site and Building Plan Review process enables the City to publically review the plans for consistency with the policies of the Comprehensive Plan and the Development Code standards and criteria.

**Site Characteristics**

The property has a lot area of 30,282 square feet and is located on County Road E, east of Lexington Avenue. The property is currently developed with a two story commercial building that has a foundation area of 3,804 square feet. Uses in the building include retail and office. Access to the property is from a driveway off of County Road E. The existing off-street parking area provides 40 parking stalls. This parking lot is setback 6 feet the County Road E right-of-way and is considered non-conforming since it is less than the 20-feet required. In addition, the property does not have any stormwater management facilities present.

Adjoining land uses include a retail building to the north, office to the east and south and a convenience retail/fuel station to the west. West of Lexington Avenue is the City of Arden Hills which is developed with a variety of commercial and/or business related land uses.

**Comprehensive Plan**

The property's designated land use in the Comprehensive Plan is commercial. The commercial designation is intended for a variety of service, office and retail uses. The



existing and proposed use of the property is consistent with the commercial land use designation. Policies in Chapter 4, Land Use and Chapter 6, Economic Development support reinvestment in commercial areas.

#### **Development Code - Zoning**

The property is zoned C2, General Commercial (Section 205.043). General commercial districts are generally found along the arterial roadways and permit commercial, office, retail and service uses for the area. The existing and proposed retail/office use of the property is consistent with this zoning district.

#### **Site and Building Plan Review**

The intent of the Site and Building Plan Review is to provide the City with the opportunity to review the proposed development plans in accordance with the Development Code via a public review process. The proposed use, building and site improvements are consistent with the C2 zoning district requirements. The following addresses the primary plan elements:

#### ***Site Plan***

The proposal is to expand and remodel this building to better meet the needs of the tenants. The project is divided into four phases which will be completed consecutively. The expansion of the building with the two additions located on the north and south sides will increase the foundation area to 6,716 sf. A second floor addition of 182 square feet is also proposed to accommodate a chair lift and lobby area. The proposed additions comply with the minimum structure setbacks required from the property lines as shown in the following table:

Property Line	Minimum Structure Setback Required	Proposed Structure Setback
Front	50 feet	61.2 feet
Side	10 feet	East – 15 feet West – 51 feet
Rear	20 feet	20 feet

#### ***Architectural Design***

The exterior of the proposed additions will blend in with the existing building materials. The materials include a variegated brick and vertical windows. Thermally treated wood will be used and is intended to compliment the colors found in the brick. The entryway will be enhanced with a canopy over double front doors. Accent materials include the use of metal panels and fascia that will have a prismatic purple color. The design complies with the City's architectural design standards (Section 206.050).

#### ***Parking***

The parking lot will be reconfigured for the site development. A portion of the parking area in front of the building will be replaced and will not encroach any closer to the street right-of way than the existing parking lot which is setback 6-feet. The off-street parking lot provides 41 parking stalls which is the minimum required (Section 206.020) by the Development Code.



### ***Stormwater Management***

The property is located in the Rice Creek Watershed District and does not require a permit from the District. Impervious surface coverage for the site is being reduced from 79.7% to 73.9% and complies with the maximum 75% permitted for the C2 district (205.043 (D4)). The site does not contain any stormwater infrastructure nor is their public infrastructure available in County Road E. Stormwater will be directed to a swale and small depressions located along the east property to better manage stormwater runoff from the property. Stormwater runoff from the site flows north towards County Road E.

### ***Landscaping***

Existing trees located along the western property line will remain. Additional plantings will be installed along the east and south property lines. While there is limited space along the northern boundary of the parking lot, adjacent to County Road E, the staff is recommending the applicant explore options to provide some landscaping that will screen the parking area without impeding traffic visibility (Section 206.010 (G-J), Section 206.020 (A1)). Ramsey County will permit low growing

### **Public Comment and Agency Review**

The City notified property owners within 350 feet of the development. The Rice Creek Watershed District indicated that a watershed permit is not required. Ramsey County staff also provided comments. Any work in the County Road E right-of-way will require a permit. Two comments have also been received from nearby property owners who expressed support of the project.

### **Planning Commission Review**

The Planning Commission reviewed the application at their May 24<sup>th</sup> meeting and recommended the City Council approve the request (6-0). Commission members indicated their support of the proposed additions, remodeling and reinvestment into the building.

### **Recommendation**

The submitted plans were reviewed in accordance with the City's development standards and land use policies for this site. The proposed expansion of the commercial building is consistent with the C2 zoning and the Comprehensive Plan. Staff is recommending the City Council approve the Site and Building Plan Review, subject to the following conditions:

### ***Site and Building Plan Review***

1. This approval permits the development of the expansion of the commercial building as identified in the approved plans.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.



5. The applicant shall explore options for landscape screening along the north side of the parking lot.
6. Prior to the installation of any signs, a sign permit is required by the City. A free-standing sign must be setback a minimum of 5-feet from the road easement.
7. A permit from Ramsey County must be received for any work in the County Road E right-of-way.
8. The trash/recycling receptacle shall be contained in an enclosure that is designed with building materials that compliment the building.
9. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

Attachments:

1. Site Development Agreement
2. Memo dated May 13, 2016 – City Engineer
3. Location Map
4. Applicant's Statement and Submitted Plans
5. Comments Received
6. Planning Commission Minutes – May 24, 2016
7. Motion Sheet



**SITE DEVELOPMENT AGREEMENT**  
**STEPHEN LALIBERTE, 1080 WEST COUNTY ROAD E**

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Stephen Laliberte, their successors and assigns (hereinafter the "Developer").

(II) On June 6, 2016 the City Council gave approval to develop certain property within the City commonly known as 1080 County Road E and legally described as follows (hereinafter the "Subject Property"):

*N 249 Ft Of E 147 Ft Of W 344 Ft Of Nw 1/4 Of Nw 1/4 (subj To Rd & Esmts) In Sec 35 Tn 30  
Rn 23*

(III) Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the Subject Property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements, which remain incomplete at the time of the Developer's request for final site and building approval.
- C. To follow certain procedures, as determined by the City, to control soil erosion during the development of the Subject Property.

(IV) In consideration of the City's grant of permission allowing the Developer to develop the subject property, and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

- A) **Applicability.** This agreement is applicable to the Subject Property.
- B) **Zoning.** The property within this development is zoned C2, General Commercial.
- C) **Special Development Terms.** The project is subject to the conditions as approved by the City Council for the Site and Building Plan Review on June 6, 2016 whether or not specified in this Agreement.
- D) **Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations and pursuant to approved plans and specifications.. All requirements attached to said project by the City's Council June 6, 2016, as conditions of the planned unit development approval, are to be satisfied whether or not identified in this document.
- E) **Landscape Installation.** Prior to issuance of a building permit, the Developer shall submit a landscape plan for approval by the City Planner. This Plan shall incorporate low growing plant materials in the County Road E right-of-way, subject to approval of Ramsey County,



and the recommendations of the Natural Resource Specialist as identified in the City Engineer's memo dated May 13, 2016. The Developer agrees to install all plant materials as shown on the approved landscape plan and to be consistent with the standards established in the Development Regulations of the City of Shoreview. All landscape materials placed, as part of this landscape plan shall be replaced with like material if they should die within twelve months of planting.

The City Planner shall estimate the cost of landscape improvements to be completed, calculating one hundred and twenty five percent (125%) of the estimated cost of the plant materials to be installed. A surety of **\$7,250.00** is required prior to the issuance of any permits for this project.

This surety may be in the form of cash or a self-renewing Letter of Credit insuring completion of the landscape improvements; provided, however, the Letter of Credit may have an expiration date as required by the issuing bank and in such event, Developer shall provide a replacement Letter of Credit not later than ninety (90) days prior the expiration date.

- F) **Erosion Control.** An Erosion Control Plan/Storm Water Pollution Prevention Plan (SWPPP) shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted to the Public Works Director. The Developer agrees to comply with the recommendations of the Public Works Director for the subject property and shall incorporate these recommendations in to the plans and specifications. ***No site grading shall occur prior to the installation of approved erosion control measures and execution of required agreements and submission of sureties.***

The development is subject to an Erosion Control Agreement, **Exhibit A**, and the Developer agrees to the terms and conditions of that Agreement.

- G) **Site Restoration.** All disturbed areas shall be restored in accordance with the best management practices and shall be consistent with the City's Surface Water Management Plan and Surface Water Pollution Prevention Plan. All disturbed areas shall be seeded and disk anchored mulched or sodded within 7 days of final grade. All common drainage swales shall be sodded or seeded and protected with wood fiber blanket.
- i) All slopes 4:1 or greater must be seeded and fiber blanketed immediately after final grading. After installation of the wood fiber blanket is completed the City requires inspection for proper installation. The developer shall contact the City staff to arrange the site inspection.
- H) **Other Permits.** The applicant is subject to the permitting requirements of other agencies, such as Ramsey County, for the development, and shall demonstrate compliance before any City permits are issued for this site.



- I) **Stormwater Management.** All stormwater management infrastructure, including the rain gardens, on the site is private, shall utilize stormwater best management practices, and be designed to minimize the need for maintenance and reduce the chance of failure.
- J) **Maintenance of Utilities.** The Developer agrees that on-site utilities are private as identified on the approved plans. Maintenance of the private utilities is the sole responsible of the Developer. The Developer or any future property owner is responsible for locating any and all private utilities on this site. The City will not locate private utilities at anytime. The private utilities include storm sewer and infiltration basins, sanitary sewer service, looping water main with associated valves and hydrants, and water main service.
- K) **As-Builts and Grading Certification.** An as-built survey, prepared by a surveyor licensed and registered by the State of Minnesota, shall be submitted upon completion of the permitted work. The as-built survey shall include details of:
  - i) The final site grading and all improvements;
  - ii) Any public or private infrastructure, including the storm sewer system, the water main system and the sanitary sewer system that was not shown on the as-builts submitted for the Planned Unit Development and Plat. Profiles are required.

The as-builts shall conform to the standards specified in **Exhibit B**. The Developer shall deposit a cash escrow in the amount of **\$2,000.00** as surety for the as-built survey prior to the issuance of a building permit for the project. The Developer shall provide the City with as-builts of the private infrastructure, including water, sanitary sewer, storm sewer and services.

- L) **Construction Management.** The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
  - i) **Definition of Construction Area.** The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director and property owner.
  - ii) **Parking and Storage of Materials.** Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No parking of construction vehicles or employee vehicles shall occur on County Road E or Lexington Avenue. No fill, excavated material or construction materials shall be stored in the public right-of-way.
  - iii) **Hours of Construction.** Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 9:00 p.m. on weekdays and 8:00 a.m. and 7:00 p.m. on Saturdays. No work is permitted on Sundays or holidays without the prior approval of the City.



- iv) **Site Maintenance.** The developer shall ensure the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City. Developer shall sweep the County Road E on an as needed basis, but at least once weekly. More frequent sweepings may be required, as directed by the City Engineer. The City has the right to direct the developer to sweep other streets, including Lexington Avenue, near the construction area, if necessary. The City does not sweep streets for private development projects. Developer must have a contract for sweeping and use a water-discharge broom apparatus for street sweeping.
- M) **All Costs Responsibility of Developer.** The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
- N) **Release of Sureties and Escrows.** The City will consider the release of sureties upon the written request of the Developer. Sureties will not be released until the Developer has demonstrated that the development complies with the approved plans and applicable City Ordinances and standards.
- O) **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an "Event of Default" in the terms and conditions contained in this Agreement:
  - i) The failure of the Developer to comply with any of the terms and conditions contained in this agreement;
  - ii) The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.
- P) **Remedies** Upon the occurrence of an Event of Default, the City, in addition to any other remedy, which may be available to it, shall be permitted to do the following:
  - i) City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder.



The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.

- ii) The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
- iii) Obtain an order from a court of competent jurisdiction requiring the developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- iv) Exercise any other remedies, which may be available to it, including an action for damages.
- v) Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally taken.

- Y) Limitation on obligations. Notwithstanding anything to the contrary, the City will only look to the Developer for performance of the obligations of the Developer under this Agreement as they pertain to the Subject Property.
- Z) Estoppel. Upon written request by either party, the other party shall certify, by written instrument information pertaining to the authenticity of the Agreement, whether Agreement is in full force and effect, disclosure of defaults by other party, and other information reasonably requested by the other party.

(V) **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this June 6, 2016.

**STEPHEN LALIBERTE**

**CITY OF SHOREVIEW**

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**EXHIBIT 'A'**

**EROSION CONTROL ESCROW AGREEMENT**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and Stephen Laliberte, its successors and assigns (hereinafter the "Developer").

(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a cash surety to the City of Shoreview in the amount of **\$2,000**. The Developer has submitted this financial surety to the City on the following conditions:

1. The developer shall not receive interest on the amount of the surety.
2. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Contract regarding erosion control and/or to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, until the Engineering Department has determined that erosion control has been satisfied. The surety may also be utilized for problems created off the site directly or indirectly as result of on-site conditions.
3. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 48 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
4. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied, or the funds have been replaced by a successor in interest.
5. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.

This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

(C) The Developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of the Escrow Agreement by the Developer.



Laliberte – 1080 West County Road E  
File No. 2616-16-15  
Page 7 of 10

**IN WITNESS WHEREOF**, the City and the Developer have executed this agreement this 6th day of June, 2016

**STEPHEN LALIBERTE**

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**CITY OF SHOREVIEW**

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Terry Schwerm, City Manager



## EXHIBIT 'B'

### Record Plan Requirements

As-built plans are required for all public and private improvements.

After the completion of Developer-installed public improvements, the City Engineer shall be provided with two blue-line sets of record drawing plans of the project for review purposes.

Upon final approval of the blue-line record drawing plans of the project, the City Engineer shall be provided with one full size set (22"x 34") of mylar copies of the approved record drawing plans of the project. All record plans shall be mylar sepia from inked and clearly legible drawings, accurately drawn to scale. Proper notes and statements as required in this manual shall be placed on the plans.

The City will also be provided with the as-built drawings on disk in the City-approved format as follows:

#### *Electronic As-Builts*

Required on compact disk or DVD.

All information must be in AutoCAD R14 version or newer in DWG format.

Approved final plat sheet and AutoCAD drawings submitted in Ramsey County coordinates.

As-built construction plan sheets and drawing files shall have descriptive layer names or a key for the layer names.

Overall development plan with all utilities (curb stops, clean outs, MHs, fees CBs, GV's, etc.) in Ramsey County coordinates.

Show Ramsey County monuments used for the survey.

After completion of construction, all manholes, catch basins, hydrants and other elements of the project shall be re-measured with an as-built field survey. The plans shall be corrected and modified to show the correct distances, elevations, dimensions, alignments, and any other change in the specific details of the plans. All changes and modifications on the record plan shall be drawn to scale to accurately represent the work as constructed. Incorrect elevations, distances, etc. shall be crossed out from the original plan sheets and corrected as necessary to complete the record plan.

At a minimum, record plans shall include:

#### *General*

All construction contractor names should be noted on each page.

Record Plan stamp with date should be shown on each page.



All utilities in Ramsey County coordinates system.  
All ties should be less than 100'.  
Grading limits and elevations.  
Bench marks used and TNH elevations.

*Grading Plan As-Builts*

Existing ground elevations at all lot corners  
Spot elevations at all house pads (hold down elevations)  
Spot elevations of pond bottom (50' maximum grid)  
Drainage and utility easement and outlot spot elevations  
Pond water elevations and date taken.  
Prior to close out, as-builts of ponding areas must be done to verify depths after house construction is complete.

*Sanitary Sewer, Water Main*

As-built elevations (invert & rims), pipe lengths, and grades for all lines  
Note describing pipe type and size for each run and for services  
Wye stationing and location from TV reports  
Elevation of riser  
Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plan.  
All curb boxes and sanitary sewer services shall be tied with at least two ties, using the following priorities:  
The building or structure being served, with address  
Fire hydrants  
Manholes, catch basins  
Neighboring structures, with the address noted  
Other permanent structures (bridges, telephone boxes, pedestals, transformers)  
Power poles, streetlights, etc.  
All gate valves shall be tied with at least two ties, using the following priorities:  
Fire hydrants  
Manholes  
Catch basins  
Neighboring structures, with the address noted  
Buildings or other permanent structures (bridges, telephone boxes, pedestals, transformers)  
Power poles, streetlights, etc.  
As-built elevations of each hydrant at top nut  
Any deviations of fittings from those shown on the plan  
Note describing pipe type and size for mainline and for services  
Stationing of corporation stop on water main



### Storm Sewer

As-built elevations (invert & rim), pipe lengths, and grades for all lines

Note describing pipe type and size for each run.

Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plans.

As-built plans on all ponding areas are required. Plans shall indicate finished contours at two-foot intervals, normal water elevation, high water elevation, and the acre-feet of storage for each ponding area, along with the final storm sewer plans. Upon completion of pond construction, ponds shall be cross-sectioned to confirm that they have been constructed to the proper volume and shape. As-built record plans shall be prepared for all ponding areas just prior to closing project out.

### Streets

Show where fabric has been placed in the streets on the plan portion of the as-builts.

Show locations where subgrade corrections were done on the projects as approved by a soils engineer.



Date: May 13, 2016

To: Kathleen Castle, City Planner

From: Tom Wesolowski, City Engineer

Subject: Site & Building Plan Review Application  
Odds & Ends Again Building – 1080 County Road E

The City of Shoreview Engineering staff has reviewed the preliminary plan submittal for the Odds & Ends Again building dated April 22, 2016. The Engineering staff has the following comments regarding the proposed development:

1. The proposed project is located within the Rice Creek Watershed District (RCWD). The developer contacted the RCWD and due to the size and nature of the project a permit is not required by the watershed.
2. Due to the nature of the project, the City does not require any stormwater improvements on the site. As part of the improvements, the developer is proposing to install depressions on the east side of the building to help retain roof runoff. If the soils are not adequate for infiltration, plants suitable for a rain garden will be installed in the depressions.
3. An erosion control cash deposit will be required for the development.
4. The development plans will be presented to the Environmental Quality Committee for comment at their May 23<sup>rd</sup> meeting.
5. The proposed replacement tree species selection of Colorado Blue Spruce is a tree species highly susceptible to the tree disease Rhizosphaera needle cast, which is prevalent in Shoreview. More information about this disease can be found here: <http://www.extension.umn.edu/garden/yard-garden/trees-shrubs/spruce-tree-diseases/rhizosphaera-needle-cast/>  
Staff suggest the landscape plan consider alternative tree species instead of non-native Colorado Blue Spruce. Such options can be found here: <http://www.extension.umn.edu/garden/yard-garden/trees-shrubs/recommended-trees-for-minnesota/southeast/>













## 1080 County Road E - Liberty Holdings



### Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries

### Notes

Site and Building Plan Review

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
THIS MAP IS NOT TO BE USED FOR NAVIGATION

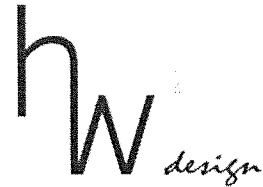
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© Ramsey County Enterprise GIS Division





hw<sup>2</sup> design + architecture, llc  
www.hw2design.com 612.532.4147  
3904 39<sup>th</sup> Ave. S., Minneapolis, MN 55406

April 22, 2016

TO: Department of Community Development  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126

Re: 1080 County Road E Building addition and remodel.

Dear Community Development Team,

The current owners of the 1080 County Road E property are excited to update their building and gain additional square footage for their growing business. This project will be broken into 4 phases that will follow each other consecutively.

Phase 1: A proposed addition of 1,613 square feet to the north (front) of the building that will house additional retail space for the Odds & Ends Again store. It will be a one story addition that will be clad in a brick mix very similar to the variegated brick mix on the existing two story building, with a small portion as two story to house a new wheel chair lift and second story lobby. The windows to the east and west will mimic the thin vertical windows on the existing building. The front (north) face will have larger punched window openings in a thermally treated wood rain screen. The wood will be dark brown playing off of the darker colors in the brick mix. There will be one main covered canopy at the double front doors. The two windows flanking the main entrance door will have open C-channel canopies. The owner would like to incorporate their branding in with the exterior finishes, and are looking at using a purple color on all the metal elements. The interior of the new addition will be open show room floor and a new entrance vestibule that will house a lift to make the second story office space wheel chair accessible. The lift tower will be clad in metal panel, in their branded purple color, and will also house the main building signage. The second story lobby space will repeat the wood and punch windows as used on the lower level.

Phase 2: The existing first floor functions will move into the new addition and then selective remodeling will be done throughout, including opening up the two foot wide window openings on the north to four feet to connect the retail spaces and removal of some interior partitions to create larger rooms on the show room floor. The office space will become more self-contained with its own kitchenette and storage area. The point of sales will be moved up to be centrally located on the east side of the show room floor. The bathrooms will be demolished and updated to meet accessibility standards. The back south east corner will have a double door connection to the new warehouse space



in back. This rear access to the loading area will remove the need to move large pieces of furniture through the front door. The HVAC system will be updated to create a more efficient system.

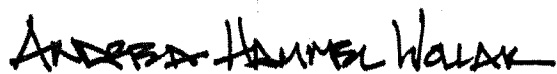
Phase 3: A proposed one story addition of 1,299 square feet to the south (back) of the building will be the new unloading area for the company's vehicles and loading area for larger furniture that is purchased. It will have two garage doors facing to the west. It will be clad in brick to match the existing building and have a few clerestory windows for natural daylighting into the space. It will also allow for additional storage while products are being inventoried to help keep the retail portion uncluttered.

Phase 4: The existing second story office space interior partitions will be removed and the office will have a new layout and improved HVAC system. The north (front) windows will also be increased to four feet like below to allow for more daylight into the space. The lift tower and lobby will be at the center of the north façade creating a larger stair and lift lobby area.

Exterior work: The existing exterior fascia and coping will be replaced to match the lift tower metal panel. The existing parking lot was resurfaced a year ago, so the goal is to limit the amount of rework to the lot. There will be a slight reconfiguration to the striping and some minor resurfacing due to construction and new water main. A portion of the parking surface in the south east corner will be turned back into pervious surface (turf) along with the a larger green space between the parking lot and building to bring the site back into compliance for impervious surface area. Plantings around the existing site have been added to bring the site in more compliance with the city parking screening requirements. The site does not have any storm water management and the city does not have any storm water management system in place for the site to connect to. Two depressions will be located on the east side of the building to help retain roof runoff. Pending the soils report, the depressions will be grass, if the soils reports shows that there is clay present, then the depressions will be modified with plants suitable for a rainwater garden application. The building water service will need to be increased due to the cities requirement for a fire suppression system to be installed throughout the entire building during the appropriate phase. Also the existing pylon sign which was on the site when the current owners purchased the building will be moved 1'-6" into the property to make it conforming.

If you should have any additional questions regarding the proposed work please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Andrea Hammel Wollak". The signature is written in a cursive, flowing style.

Andrea Hammel Wollak, AIA, LEED BD+C  
Principal  
Hw<sup>2</sup> design + architecture, llc







NOT FOR CONSTRUCTION

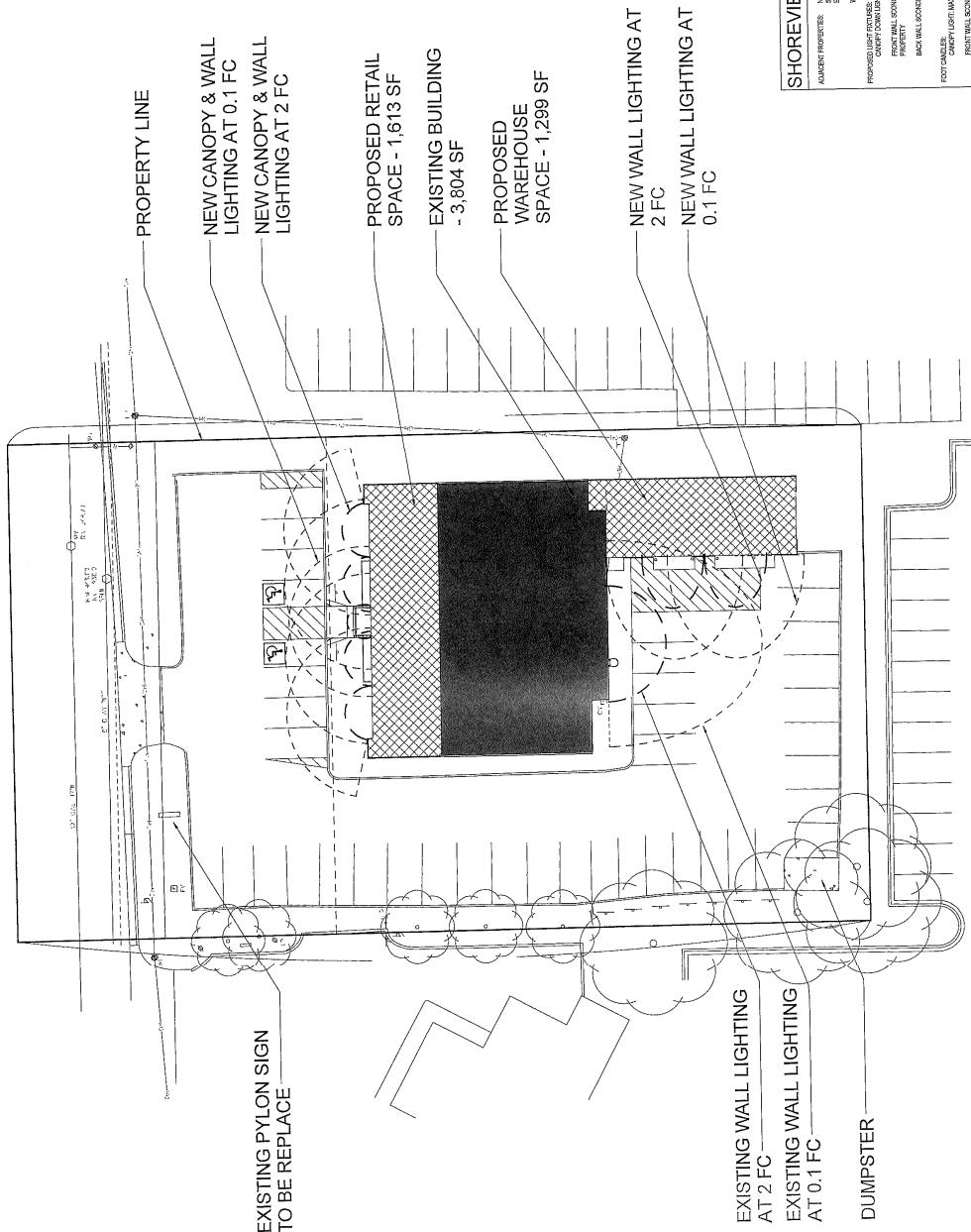
**ODDS & ENDS AGAIN**

1090 WEST COUNTY RD E  
SHOREVIEW, MN 55128

NO	DATE	DESCRIPTION
1	11/02/2014	Initial Design
2	11/02/2014	Final Design
3	11/02/2014	Final Design
4	11/02/2014	Final Design
5	11/02/2014	Final Design
6	11/02/2014	Final Design
7	11/02/2014	Final Design
8	11/02/2014	Final Design
9	11/02/2014	Final Design
10	11/02/2014	Final Design

**SITE PLAN**

Sheet  
**A20.00**



**SHOREVIEW LIGHTING STANDARDS**

MINNETONKA CITY ORDINANCE 10.01 (2014)  
MINNETONKA CITY ORDINANCE 10.02 (2014)  
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MINNETONKA CITY ORDINANCE 10.78 (2014)  
MINNETONKA CITY ORDINANCE 10.79 (2014)  
MINNETONKA CITY ORDINANCE 10.80 (2014)  
MINNETONKA CITY ORDINANCE 10.81 (2014)  
MINNETONKA CITY ORDINANCE 10.82 (2014)  
MINNETONKA CITY ORDINANCE 10.83 (2014)  
MINNETONKA CITY ORDINANCE 10.84 (2014)  
MINNETONKA CITY ORDINANCE 10.85 (2014)  
MINNETONKA CITY ORDINANCE 10.86 (2014)  
MINNETONKA CITY ORDINANCE 10.87 (2014)  
MINNETONKA CITY ORDINANCE 10.88 (2014)  
MINNETONKA CITY ORDINANCE 10.89 (2014)  
MINNETONKA CITY ORDINANCE 10.90 (2014)  
MINNETONKA CITY ORDINANCE 10.91 (2014)  
MINNETONKA CITY ORDINANCE 10.92 (2014)  
MINNETONKA CITY ORDINANCE 10.93 (2014)  
MINNETONKA CITY ORDINANCE 10.94 (2014)  
MINNETONKA CITY ORDINANCE 10.95 (2014)  
MINNETONKA CITY ORDINANCE 10.96 (2014)  
MINNETONKA CITY ORDINANCE 10.97 (2014)  
MINNETONKA CITY ORDINANCE 10.98 (2014)  
MINNETONKA CITY ORDINANCE 10.99 (2014)  
MINNETONKA CITY ORDINANCE 11.00 (2014)

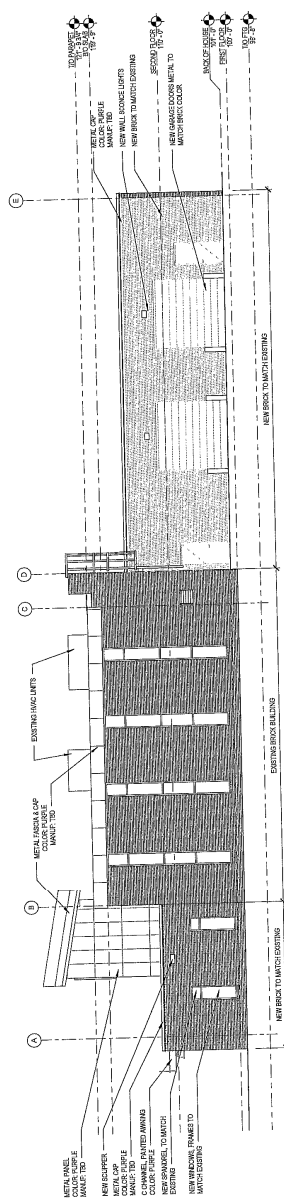
**AS SITE PLAN**  
1/8" = 1'-0"



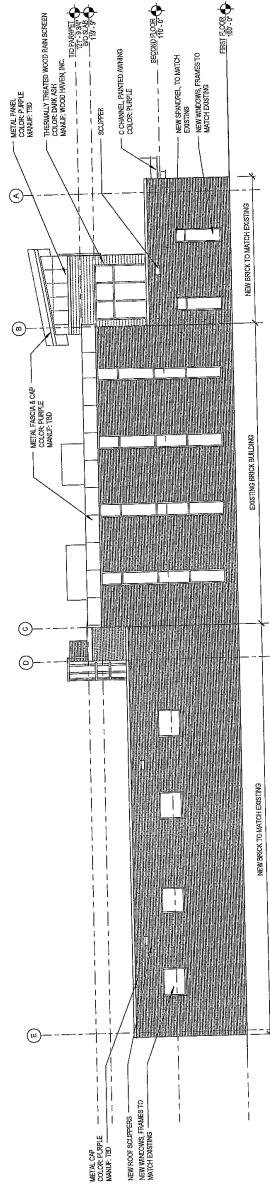




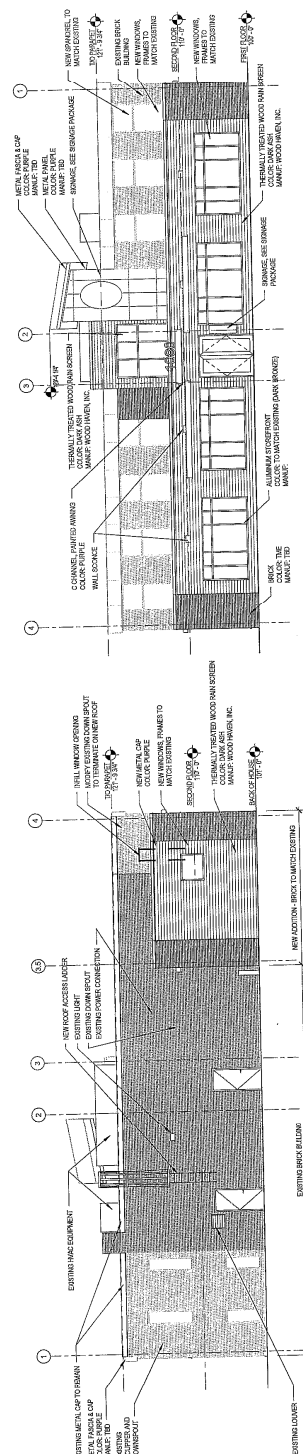
NOT FOR CONSTRUCTION



C5 WEST ELEVATION  
1/8" = 1'-0"



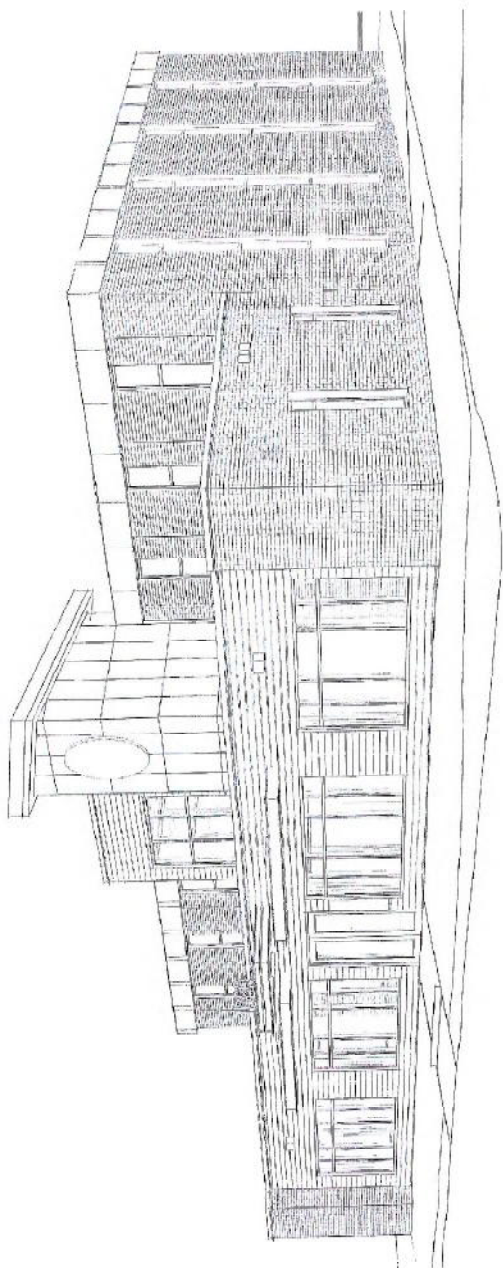
**B5** EAST ELEVATION  
1/8" = 1'-0"



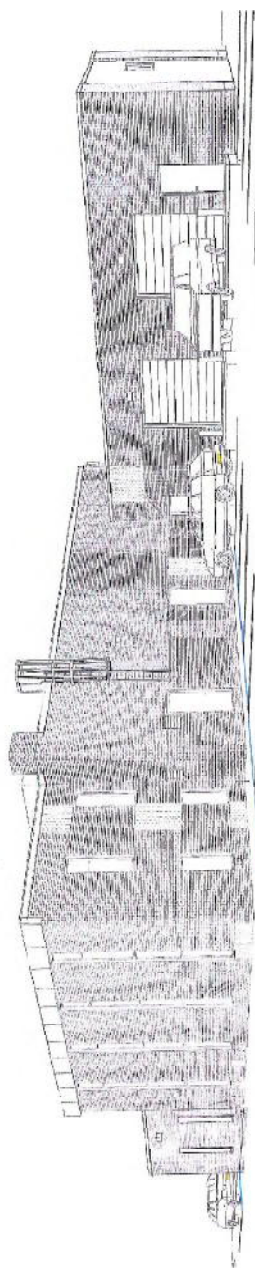
**A3** NORTH ELEVATION  
1/8" = 1'-0"

**A5** SOUTH ELEVATION  
1/8" = 1'-0"





**B5 NORTH WEST CORNER PERSPECTIVE**

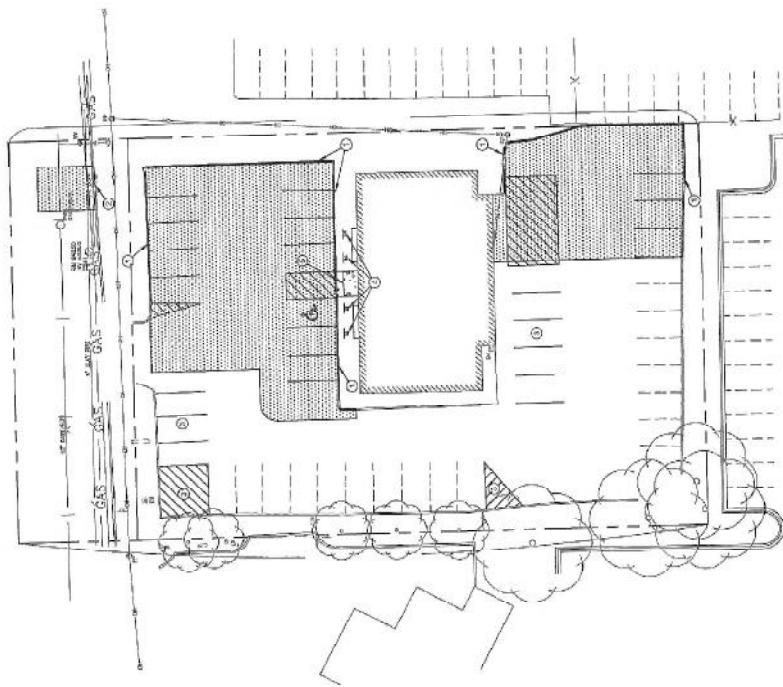


A5 SOUTH WEST PERSPECTIVE



Year	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100
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### SYMBOL LEGEND

- 
- REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION
- 
- REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION

## KEY NOTES

- ① REMOVE AND DISCARD OF LUMPING AND MINOR CLUMPS AND CUTTEL
- ② REMOVE AND DISCARD OF EXISTING CONCRETE CURBS AND GUTTER.
- ③ REMOVE EXISTING STRIPING.
- ④ REMOVE AND SALVAGE EXISTING SIGNS.
- ⑤ REMOVE EXISTING STREET LIGHTS AND CANOPIES. REFER TO ARCHITECTURAL AND STRUCTURAL DRAWINGS.

## DEMOLITION NOTES

1. Verify if existing audit is adequate.
2. Is the client subject to the constraints to perform its accounts of financial statements? If not, the auditor should not accept the assignment. If yes, the auditor should verify if the client is not subject to any other constraints (e.g., tax, labor, etc.).
3. Plan the necessary work, unless before. Study (scope, objectives, identification of risks, etc.) and then the client's situation. The Contractor should make a service of a preliminary study to look for the general situation.
4. Select the audit object (inventory, accounts, and others to obtain).
5. An assessment will be performed to determine if the external audit is appropriate for the company.

**NOT FOR CONSTRUCTION**



## ODDS & ENDS AGAIN

1080 WEST COUNTY RD E  
SHOREVIEW, MN 55126



hardly verify that this plot, as a tradition or report was prepared by me, under my direct supervision and with my full consent.

Printed: [Date] [Time]		Sheet Information	
File:	04.22.2016 10:02 AM	Page Number:	10/20
Created:		Author:	
Approved:		Version:	

DEMOLITION  
PLANSheet  
C1.0





**ODDS &  
ENDS AGAIN**  
1000 WEST COUNTY RD E  
SHOREVIEW, MN 55155

**Larson Engineering, Inc.**  
3000 Lake Road  
West Lake, MN 55081  
Phone: 763-437-1234  
Fax: 763-437-1235  
www.larsoneng.com

Project Information	
Project Name	1000 West County Road E
Client	Shoreview, MN
Project No.	1000 West County Road E
Scale	1" = 10'-0"
Drawn By	J. Larson
Checked By	J. Larson
Approved By	J. Larson
Date	10/20/2010

Sheet Information	
Sheet No.	C2.0
Sheet Title	PAVING, DIMENSION, AND LANDSCAPE PLAN

# NOT FOR CONSTRUCTION

## SYMBOL LEGEND

- PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 101)
- PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 102)
- PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 103)
- PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 104)
- PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 105)

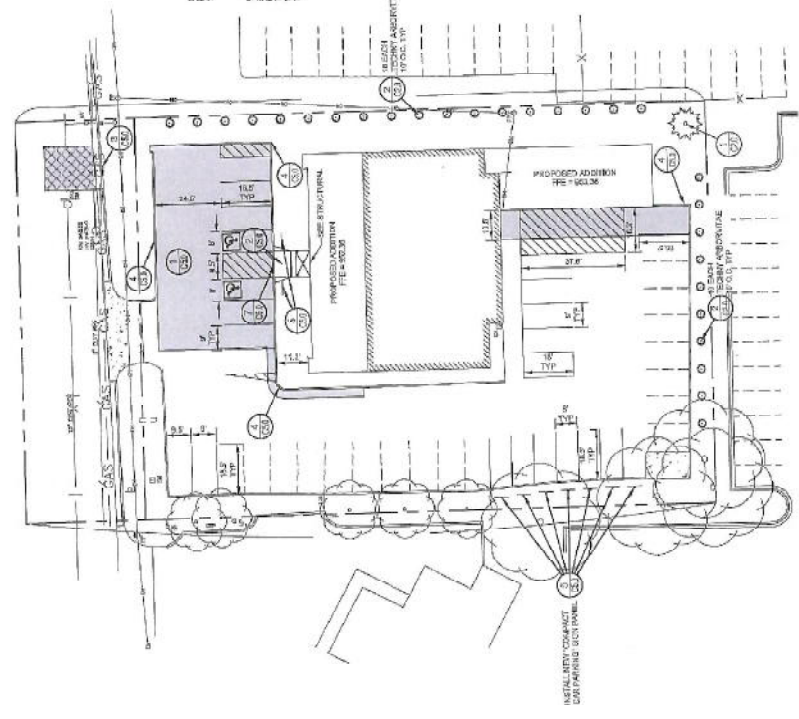
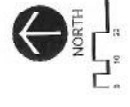
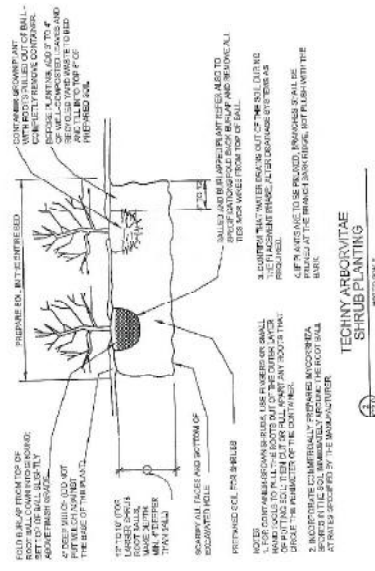
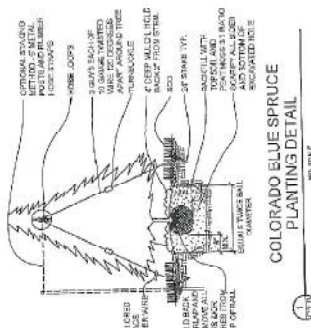
PAVING DETAIL: PAVEMENT OVER 4" AGGREGATE BASE (SEE DETAIL 101)

## AREA CALCULATION

TOTAL LOT AREA = 32,000 SF  
TOTAL PAVED AREA = 32,000 SF (75.0%)

## LANDSCAPING NOTES

- 1. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANSUR LANSBURG LANDSCAPE DESIGN HANDBOOK, 2ND EDITION, 2008, PUBLISHED BY THE MANSUR LANSBURG LANDSCAPE DESIGN GROUP, INC.
- 2. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANSUR LANSBURG LANDSCAPE DESIGN HANDBOOK, 2ND EDITION, 2008, PUBLISHED BY THE MANSUR LANSBURG LANDSCAPE DESIGN GROUP, INC.
- 3. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANSUR LANSBURG LANDSCAPE DESIGN HANDBOOK, 2ND EDITION, 2008, PUBLISHED BY THE MANSUR LANSBURG LANDSCAPE DESIGN GROUP, INC.
- 4. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANSUR LANSBURG LANDSCAPE DESIGN HANDBOOK, 2ND EDITION, 2008, PUBLISHED BY THE MANSUR LANSBURG LANDSCAPE DESIGN GROUP, INC.
- 5. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE MANSUR LANSBURG LANDSCAPE DESIGN HANDBOOK, 2ND EDITION, 2008, PUBLISHED BY THE MANSUR LANSBURG LANDSCAPE DESIGN GROUP, INC.





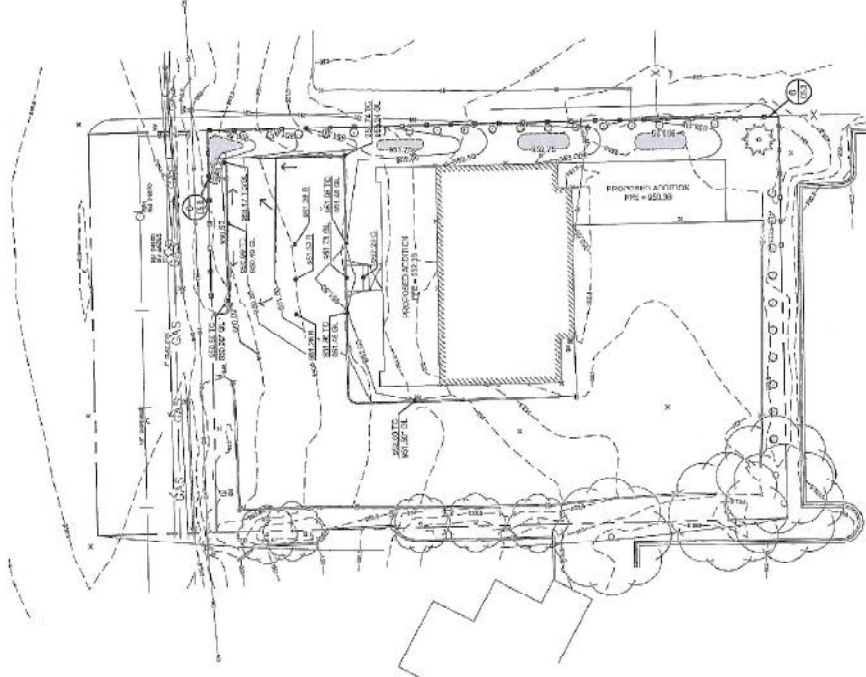
**NOT FOR CONSTRUCTION**

## GRADING NOTES

- [illegible]

EROSION CONTROL NOTES

- [illegible]



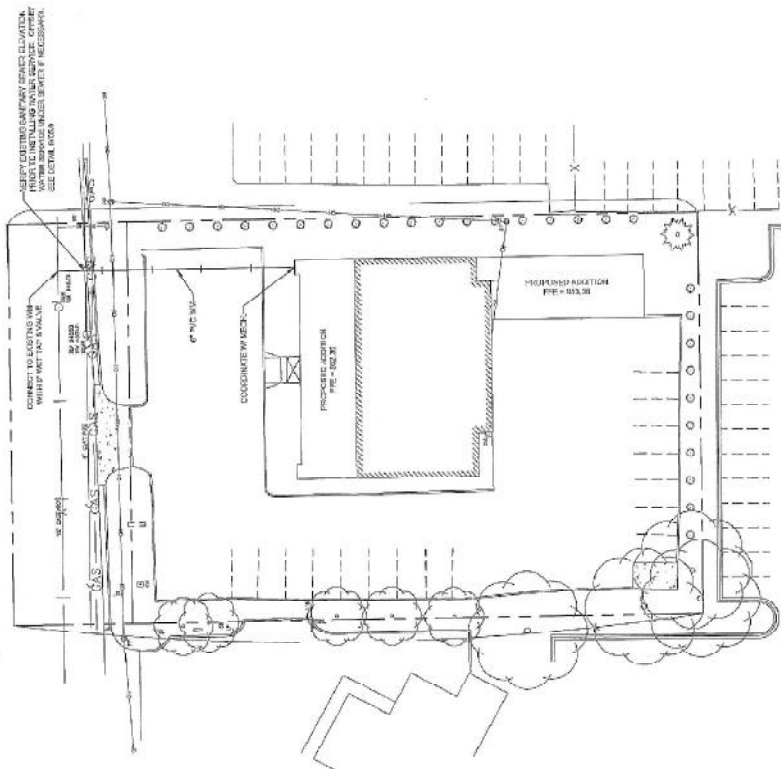


**NOT FOR CONSTRUCTION**

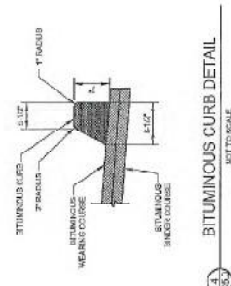


## UTILITY NOTES

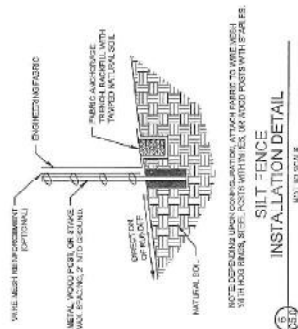
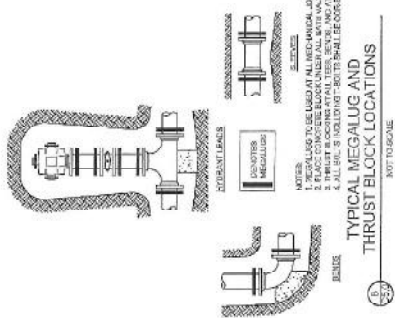
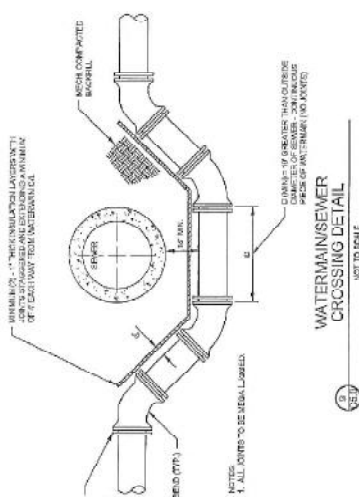
- [illegible]







BITUMINOUS CURB DETAIL

SILT FENCE  
INSTALLATION DETAILTYPICAL MEGALUG AND  
THRUST BLOCK LOCATIONSWATERMAIN/SEWER  
CROSSING DETAIL

**NOT FOR CONSTRUCTION**

I hereby certify that the above information is true and correct to the best of my knowledge and belief.	
Print Name and Title: _____	
Date: 03-20-2019 Rep. 300, 419462	

NO	DATE	TIME
1	03-20-2019	10:10
Event Information		
1	03-20-2019	10:10
Event Details		
1	03-20-2019	10:10
Event Location		
1	03-20-2019	10:10
Event Status		
1	03-20-2019	10:10
Event Notes		
1	03-20-2019	10:10





Kathleen Castle &lt;kcastle@shoreviewmn.gov&gt;

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**1080 County Road E Building Expansion and Renovation**

4 messages

---

**Lux, Joseph** <Joseph.Lux@co.ramsey.mn.us>  
To: Kathleen Castle <kcastle@shoreviewmn.gov>  
Cc: Tom Wesolowski <twesolowski@shoreviewmn.gov>

Wed, May 11, 2016 at 11:04 AM

Hi, Kathleen:

We reviewed the renovation and expansion plans for 1080 County Road E that were provided by the City and have no objections or comments on the project. If there are plans for work on the access to the property within County Road E right of way, please refer them to Doug Heidemann to see if any permits are needed. Doug can be reached at 651-266-7186 (office) or 651-755-7747 (cell). Thank you for the opportunity to review this project.

Joe Lux

Joseph Lux

Senior Planner

Ramsey County Public Works

1425 Paul Kirkwold Drive

Arden Hills, MN 55112-3933

651-266-7114

<http://www.ramseycounty.us/>

---

**Kathleen Castle** <kcastle@shoreviewmn.gov>  
To: "Lux, Joseph" <Joseph.Lux@co.ramsey.mn.us>

Thu, May 19, 2016 at 10:40 AM

Joe,

Our code requires parking lot screening along roadways. The existing lot is about 6-feet from the CR E easement. Would the County permit some sort of low growing plant materials in the easement for screening - provided there is not traffic visibility issues?

Kathleen



Kathleen Castle  
City Planner  
City of Shoreview  
651-490-4682  
kcastle@shoreviewmn.gov

[Quoted text hidden]

**Lux, Joseph** <Joseph.Lux@co.ramsey.mn.us>  
To: Kathleen Castle <kcastle@shoreviewmn.gov>

Thu, May 19, 2016 at 1:04 PM

Yes- planting in the right of way is acceptable. I'm not sure about underground utility conflicts there, but low-growing shrubs are generally fine. There are overhead power lines there, with cable and phone lines attached. There is also evidence of a water main on the south side of the road- there's a hydrant east of the parking lot. If the developer has questions, the contact for them is Doug Heidemann, 651-266-7186 (office) or 651-755-7747 (cell).

On an unrelated note, ~~it's the end of an era at Washington County, tomorrow is Dennis O'Donnell's last day, though there are rumors he's planning on calling in sick tomorrow, which would fit ☺~~

Joe Lux

Joseph Lux

Senior Planner

Ramsey County Public Works

1425 Paul Kirkwold Drive

Arden Hills, MN 55112-3933

651-266-7114

<http://www.ramseycounty.us/>



**From:** Kathleen Castle [mailto:kcastle@shoreviewmn.gov]  
**Sent:** Thursday, May 19, 2016 10:40 AM  
**To:** Lux, Joseph <Joseph.Lux@CO.RAMSEY.MN.US>  
**Subject:** Re: 1080 County Road E Building Expansion and Renovation

[Quoted text hidden]



## Andrea Hammel Wollak

---

**From:** Patrick Hughes <PHughes@ricecreek.org>  
**Sent:** Friday, March 25, 2016 1:40 PM  
**To:** Andrea Hammel Wollak  
**Subject:** RE: 1080 Co Rd E, Shoreview Project

**Flag Status:** Flagged

Good Afternoon Andrea,

Based on your description of the project, and the supplied site plans, it has been determined that a RCWD permit will not be required for the building expansion project at 1080 County Road E in Shoreview.

The proposed project will disturb an area less than 10,000 square feet. Additionally, no wetland impacts or floodplain fill are proposed; therefore a RCWD, permit is not required.

Please note that this decision does not indemnify you from enforcement action if the scope of the project changes, or a violation of District rules or other laws is found to have occurred as a result of this project. The information you have provided serves as a notice of intent. Please take care to ensure that no sediment is deposited down gradient of the site, and that any soils disturbed during construction are stabilized within 14 days of project completion. Permits may be required from other agencies including, but not limited to, the City of Shoreview.

Thank You

Patrick Hughes  
Regulatory Assistant  
Rice Creek Watershed District  
4325 Pheasant Ridge Dr. NE, #611  
Blaine, MN 55449-4539  
Ph: 763-398-3080  
[phughes@ricecreek.org](mailto:phughes@ricecreek.org)



Please consider following the RCWD on Facebook.

**From:** Andrea Hammel Wollak [<mailto:ahwollak@hw2design.com>]  
**Sent:** Thursday, March 24, 2016 4:32 PM  
**To:** Patrick Hughes <PHughes@ricecreek.org>  
**Subject:** RE: 1080 Co Rd E, Shoreview Project

Hello Patrick

I am guestimating about 2500 SF disturbed in the front and 2,800 SF in the back. If we decide to remove additional paved area to make an impervious paving space it would be approx. 2,400 SF



From: Ben Stephens  
3600 Lexington Avenue N  
Shoreview

May 15, 2016

To: Shoreview Planning Commission

Re: Expansion and Remodel of Odds and Ends – 1080 Cty Road E

Based on the information which I, like many others have received, I certainly encourage the Shoreview Planning Commission to put their Stamp of Approval on this request. And accordingly the City Council should also approve this request.

Planning Commission, please be advised to refrain from micro-redesigning this project, I.E. the shade of brick, the brightness of the proposed exterior lighting and all the other details that many times you feel a need to question or change, in order to justify your participating on the City Planning Commission.

Planning Commission. Have any of you taken the time to actually visit this site, IN PERSON. If Not, I would highly recommend that you do so AND visit ALL sites that are seeking your approval.

Sincerely,

Ben Stephens III

A handwritten signature in black ink, appearing to read 'Ben Stephens III', with a long, sweeping horizontal line extending to the right.

Retired Economic Development Commission Member

Election Participant in Previous City Council Elections

Owner, Stephens' Art & Frame, a Shoreview business for 47 years

Owner, Lexington Crossing and Lexington Downs, Shoreview Retail Strip Malls for 31 Years.

And Shoreview Resident for 70 years





Kathleen Castle &lt;kcastle@shoreviewmn.gov&gt;

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**Public Notice-Request for comment**

1 message

**Mike Schoonover** <mschoonover@sbwinc.com>

Fri, May 13, 2016 at 11:56 AM

To: "SLALIBERTE@IPRODUCTION.COM" &lt;SLALIBERTE@iproduction.com&gt;

Cc: "kcastle@shoreviewmn.gov" &lt;kcastle@shoreviewmn.gov&gt;

Good morning Steve.

I received the public notice today from Kathleen and wanted you to know you have our support for your project.

I think it looks great and cannot wait to see it when it is done.

If you need anything from us, please let me know.

Congratulations and good luck.

Take care!

Mike

---

**Mike Schoonover***Schoonover Bodyworks & Glass***Phone**    [651.789.4387](tel:651.789.4387)**Email**     mschoonover@sbwinc.com**Website**   schoonoverbodyworks.com





File No. 2616-16-15, Laliberte  
1080 Highway 96

Comments:

IT LOOKS LIKE IT WILL BE A NICE IMPROVEMENT  
TO THE EXISTING BUILDING. I HAVE NO  
OBJECTIONS TO THEIR PROPOSAL.

Name:

Bob Mosen

Address:

1000 COUNTY RD E W.



2. The primary use of the property will remain residential and is in harmony with the policies of the Comprehensive Guide Plan.
3. The conditional use permit standards as detailed in the Development Ordinance for residential accessory are met.
4. The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.

**VOTE:**                                      **Ayes - 6**                                      **Nays - 0**

## **SITE & BUILDING PLAN REVIEW**

**FILE NO:**                                      **2616-16-15**  
**APPLICANT:**                                      **STEPHEN LALIBERTE**  
**LOCATION:**                                      **1080 WEST COUNTY ROAD E**

### **Presentation by City Planner Kathleen Castle**

The application is to remodel an existing commercial building in four phases consecutively:

1. A main floor addition of 1,613 square feet for a showroom/retail space on the north side and a 1,299 square foot loading dock addition on the south side.
2. A second floor addition on the north side for a lobby area and chair lift
3. Interior remodeling of existing space
4. Exterior site work with repaving the parking area and storm water management measures.

The property is 30,282 square feet with a two-story commercial building. The foundation area is 3,804 square feet. The building is used for retail and office use. Access is off County Road E, and there is an off-street parking lot with 40 stalls. The property is zoned C2, General Commercial.

The proposal complies with the policies of the Comprehensive Plan and standards of the Development Code. The parking lot will be replaced and will maintain a 6-foot setback from County Road E. One parking stall will be added to total 41. Ramsey County has indicted that low growing shrubs would be permitted along County Road for landscaping. Regarding storm water management, the plan shows a reduction of impervious surface coverage from 79.7% to 73.9%. Rain gardens will be planted along the east lot line. The exterior will blend in with the existing building.

Property owners within 350 feet were notified. Comments received are in support of the project. The Rice Creek Watershed District has stated that no permit is required. Ramsey County will require a permit for work within the right-of-way of County Road E. Staff finds the proposal to be consistent with the Comprehensive Plan and recommends the proposal be forwarded to the City Council with a recommendation for approval with the conditions listed in the motion.

**Mr. Laliberte**, Applicant, stated that he purchased the building in 2006. The economy is now growing and it is time to expand.



Chair Doan noted that blue spruce is prone to disease and asked if another type of tree is being considered. Ms. Castle responded that another type of evergreen will be used.

Commissioners expressed support for a good improvement to the property.

**MOTION:** by Commissioner Solomonson, seconded by Commissioner McCool to recommend the City Council approve the Site and Building Plan Review application submitted by Stephen Laliberte, 1080 County Road E, for the expansion and remodeling of the existing commercial building. Said approval is subject to the following:

1. This approval permits the development of the expansion of the commercial building as identified in the approved plans.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The applicant shall explore options for landscape screening along the north side of the parking lot.
6. Prior to the installation of any signs, a sign permit is required by the City. A free-standing sign must be setback a minimum of 5-feet from the road easement.
7. A permit from Ramsey County must be received for any work in the County Road E right-of-way.
8. The trash/recycling receptacle shall be contained in an enclosure that is designed with building materials that compliment the building.
9. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The existing and proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.
2. The expansion of the commercial building for office and retail use is compatible with the adjoining land uses and will not have a significant adverse impact on surrounding properties.
3. The reinvestment in the property supports the City's land use and economic development goals.
4. The development plans comply with the standards of the C2, General Commercial District.

**VOTE:**

**Ayes - 6**

**Nays - 0**



## **MOTION TO APPROVE**

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER:** \_\_\_\_\_

To approve the Site and Building Plan Review, including the Development Agreements, and Comprehensive Sign Plan applications submitted by submitted by Sidal Realty/NABC for 4XX Highway 96. Said approval is subject to the following:

### ***Site and Building Plan Review***

1. This approval permits the development of this parcel with a multi-tenant commercial building as identified in the plan submittal.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. This agreement shall identify proof of parking areas for the establishment of future parking if needed for the PUD. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The exterior of the trash enclosure shall be of a material that compliments the commercial building.
6. Prior to submittal of the Building Permit application, the applicant shall revise the landscape plan to include additional plantings along the west side of the parking lot and in the landscape islands.
7. A permit shall be obtained from the Ramsey Washington Metro Watershed District, if required, prior to the issuance of a building permit for this project.
8. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

### ***Comprehensive Sign Plan***

1. The signs on the property shall comply with the plans submitted for the Comprehensive Sign Plan application.
2. Signage shall be maintained in accordance with the City's Sign Code.



This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated commercial land use in the Comprehensive Plan, the C1 zoning district and approved Planned Unit Development.
2. The redevelopment/re-use of the property for commercial is compatible with the adjoining land uses and will not have a significant adverse impact on surrounding properties.
3. The redevelopment/reuse of the property supports the City's land use and economic development goals.
4. The Sign Plan includes signage that is attractive and compatible with the surrounding development.

**ROLL CALL:**    **AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting – June 2, 2016



**TO:** Mayor, City Council, City Manager

**FROM:** Kathleen Castle, City Planner

**DATE:** June 3, 2016

**SUBJECT:** File No. 2615-16-14, Sidal Realty/NABC – Site and Building Plan Review/Comprehensive Sign Plan, 4XX Highway 96

### **Introduction**

Sidal Realty Corp. LP/North American Banking Company (NABC) is proposing to redevelop the commercial parcel adjacent to 441 Highway 96 which is legally described as Lot 2, Block 1, Crossroads Pond Second. NABC has entered into a purchase agreement to acquire the property. The redevelopment consists of a 7,377 square foot commercial building that will be occupied by a bank and insurance agency. The proposal requires Site and Building Plan Review and a Comprehensive Sign Plan.

### **Previous Land Use Approvals**

Earlier this year, the City Council approved an amendment to the Planned Unit Development (PUD) and Plat for the redevelopment of this property. The amended PUD permits the re-use of the existing 68,000 square foot building by Kowalski's Companies, Inc. Kowalski's is consolidating their business operations and the building will be used for their kitchen/bakery operations, warehousing and distribution as well as a grocery store and related retail uses. The C1, Retail Service District is the underlying zoning district for the PUD.

The approved plat created two parcels:

Lot 1 – consisting of 9.2 acres, containing the Kowalski's facility, northern half of the parking lot and the wetland and storm pond area to the west.

Lot 2 –consisting of 1.5 acres, developed with parking and intended for future commercial development.

Easements and related agreements were required to address the shared driveway, access, signage and private infrastructure that exist between Lots 1 and 2.

### **Comprehensive Plan**

The property's designated land use in the Comprehensive Plan is C, Commercial. The commercial designation is intended for a variety of service, office and retail uses. The existing and proposed use of the property is consistent with the commercial land use designation. Policies in Chapter 4, Land Use and Chapter 6, Economic Development support reinvestment in commercial areas.

The property is also in Policy Development Area (PDA) #10, Highway 49 and 96. Certain areas within the City that present opportunity or pose concern for development have been identified as



PDA's. The use of the PDA concept allows the City to require more specific development policies than would generally be applied to development proposals for other areas. These policies, together with the land use designation set the City's official land use policy for the site.

Specific policies identified for the northwest corner of the PDA address concern about the impact of big box retail on the adjoining residential neighborhood. Future commercial uses should serve a community-wide need and must address issues associated with internal traffic circulation, access driveways and parking. Preferred uses that are identified include a sit-down restaurant, office and financial institutions.

### **Development Code - Zoning**

While the underlying zoning district is C1, Retail Service (Section 205.042), the approved PUD also identified permitted uses that would be acceptable for the property, using the C1 District as a base. These permitted uses include office and professional services, retail service and other uses allowed in the C1 zoning district. The agreement also specifies uses that are prohibited and not seen as desirable for this location. The proposed use of the building for a financial institution and insurance agency is consistent with the PUD agreement and C1 zoning.

### **Site Characteristics**

The property has a lot area of 1.5 acres and is located on Highway 96, south of the Kowalski's facility. Access to the parcel is gained from a shared driveway at a signalized intersection with Village Center Drive in North Oaks and from an access driveway off of Highway 96. The property is currently developed with a parking lot that previously served the former Rainbow grocery store.

Nearby land uses include Oak Hill Montessori School to the north which has an O, Office zoning designation. The property to the west is zoned PUD – with a funeral home and R1, Detached Residential - with single family homes. Immediately to the south across Highway 96 is Scandia Shores – a senior housing facility, which is zoned PUD. To the immediate east there is a car-wash, gas-station and Dairy Queen. Across Highway 49 further to the east, is the City of North Oaks which is developed with a variety of commercial and/or business related land uses.

### **Site and Building Plan Review**

The intent of the Site and Building Plan Review is to provide the City with the opportunity to review the proposed development plans in accordance with the Comprehensive Plan, Development Code and approved PUD via a public review process. The proposed use and site development are consistent with the Comprehensive Plan, PUD and the underlying C1 zoning.

### **Site Plan**

The proposal is to redevelop this lot with a 7,377 square foot commercial building that will be located on the east side of the property. The structure has been placed on the eastern side of the property to preserve visibility of the Kowalski's building from the Highway 96 corridor. Access will be gained through the shared driveway from the Hodgson Road/Village Center Drive intersection and from Highway 96. The parking lot is located to the west of the building. There



is also a drive-through lane proposed that provides access to the east side of the building from the south. The drive-through offers limited services and includes an ATM machine and a depository box.

The proposed building location complies with the setback requirements of the C1 zoning district (205.042 (D2)).

Property Line	Minimum Structure Setback Required	Proposed Structure Setback
Front	50 feet	65.8 feet
Side	10 feet	East – 43.9 feet West – 210 feet
Rear	20 feet	31.2 feet

### ***Architectural Design***

The building is designed as one-story and has an exterior finish using brick, stone, pre-finished metal and glass. One entry-way is provided to the building's interior and is defined by an increased height, building projection and the use of stone. The design and building materials compliment the approved design for the Kowalski's building which also utilizes brick, stone and glass. The design complies with the City's architectural design standards (Section 206.050).

### ***Parking***

The parking lot will be reconfigured for the site development. Excess parking from the original parking lot will be removed and replaced with green space. The shared access driveway from Highway 96 will be better defined through the use of landscape islands. The proposed parking lot complies with the minimum setbacks required from all property lines with the exception of the property line to the north. Again, access easements are in place that recognize the cross-traffic that will occur between this property and the adjoining Kowalski's site.

The off-street parking lot provides 46 parking stalls which exceeds the minimum 32 stalls required (Section 206.020). The bank and insurance agency anticipate 18 employees working in this building. In staff's opinion, the proposed parking is suitable due to the mix of land uses within the PUD and the potential for shared parking between the uses. The redevelopment of the Kowalski's site did recognize that the parking provided on the parcel was slightly under the 223 stalls required with 212 stalls proposed. The number of stalls provided for Kowalski's will not change as a result of this development proposal. The total number of stalls provided, 258, exceeds the minimum 244 stalls required for these two parcels.

### ***Access Improvements***

While the primary access points to the site will remain, the project includes improved access from Highway 96 via a new free left-turn lane from eastbound Highway 96 to serve the property. This enhanced turn-lane is currently under construction.

### ***Stormwater Management***

The property is located in the Ramsey-Washington Metro Watershed District and may require a permit from the district. Impervious surface coverage for the site is being reduced from 87% to 68% and complies with the maximum 75% permitted for the C1 district (205.042 (D3)).



### ***Landscaping***

As part of the previous PUD approvals, a landscape plan was approved that included re-landscaping along the Highway 96 corridor. The submitted plan incorporates these improvements but also includes landscaping within the parking lot and adjacent to the building.

The parking area has been modified since the landscape plan was prepared and provides more green space around the perimeter of the site and along the common drive aisle. The staff is recommending additional plantings be provided west of the parking lot and in the landscape island to enhance the entryway, provide screening and shade (Section 206.010 (G-J), Section 206.020 (A1)).

### **Comprehensive Sign Plan**

Previous approvals for this PUD did include a Comprehensive Sign Plan package (Section 208.060) that identified two new freestanding signs at the entrances of Highway 96 and Highway 49 which included signage for the future tenants on this property. Another Comprehensive Sign Plan is needed for the proposed multi-tenant building. An approved Comprehensive Sign Plan may vary from the design and dimensional standards set forth in the Sign Code without approval of a formal variance, provided it would result in attractive signage that is compatible with the premises and with adjoining development.

#### ***Wall Signs (Section 208.040 (B18))***

Six wall signs (3 per tenant) are proposed with one sign each on the north, west and south building elevations. This requires a deviation from the City's sign standards as a maximum of one wall sign is permitted unless the structure faces two or more arterial roads. Deviations are also needed for the total sign length on the west, south and north building elevations as identified by the (\*) in the table below.

Building Elevation	Sign Area	Sign Length
West (Front)	<b><i>245.5 square feet permitted</i></b>	<b><i>21.35' feet permitted</i></b>
NABC	90.94 square feet	22.5 feet
JWT Insurance	44.74 square feet	12.3 feet
<b><i>Total</i></b>	<b><i>135.68 square feet</i></b>	<b><i>34.8 feet*</i></b>
South (Side)	<b><i>157.6 square feet permitted</i></b>	<b><i>13.7 feet permitted</i></b>
NABC	90.94 square feet	22.5 feet
JWT Insurance	44.74 square feet	12.3feet
<b><i>Total</i></b>	<b><i>135.68 square feet</i></b>	<b><i>34.8 feet*</i></b>
North (Side)	<b><i>157.6 square feet permitted</i></b>	<b><i>13.7 feet permitted</i></b>
NABC	90.94 square feet	22.5'
JWT Insurance	44.74 square feet	12.3'
<b><i>Total</i></b>	<b><i>135.68 square feet</i></b>	<b><i>34.8 feet*</i></b>

**\*Deviation required**



The sign band is located on the top tier of the building walls, above the windows. The walls signs proposed include a combination of individual letters and cabinet style signage that are internally lit. Colors are similar utilizing blue for both tenants. The required deviations for sign length do not result in signage that is overbearing for the building.

In staff's opinion, the number of proposed signs is reasonable due the orientation of the building and site access from the north and south.

### **Public Comment and Agency Review**

The City notified property owners within 350 feet of the development. The Lake Johanna Fire Department reviewed the plans and had no comments. The Ramsey Washington Metro Watershed District has been notified of the project and a permit may be required since more than 1 acre of land will be disturbed. No other comments have been received.

### **Planning Commission Review**

The Planning Commission reviewed the proposal at their May 24<sup>th</sup> meeting and recommended the City Council approve the application with a 6-0 vote. While there was some public testimony and discussion regarding the need for a restaurant in the community, the Commission recognized that the proposal is consistent with the approved PUD and zoning for the property. Parking was also discussed and a condition amended requiring proof of parking be addressed in the Site Development Agreement.

### **Recommendation**

The submitted plans were reviewed in accordance with the approved PUD and the City's development standards, land use policies and sign regulations for this site. The proposed redevelopment of this property with a commercial building is consistent with the underlying C1 zoning and the PUD. Staff is recommending the City Council approve the Site and Building Plan Review and Comprehensive Sign Plan, subject to the following conditions:

#### ***Site and Building Plan Review***

1. This approval permits the development of this parcel with a multi-tenant commercial building as identified in the plan submittal.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. This agreement shall identify proof of parking areas for the establishment of future parking if needed for the PUD. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The exterior of the trash enclosure shall be of a material that compliments the commercial building.



6. Prior to submittal of the Building Permit application, the applicant shall revise the landscape plan to include additional plantings along the west side of the parking lot and in the landscape islands.
7. A permit shall be obtained from the Ramsey Washington Metro Watershed District, if required, prior to the issuance of a building permit for this project.
8. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

***Comprehensive Sign Plan***

1. The signs on the property shall comply with the plans submitted for the Comprehensive Sign Plan application.
2. Signage shall be maintained in accordance with the City's Sign Code.
3. The applicant shall obtain a sign permit prior to the installation of the new signs on the property.

Attachments:

1. Site Development Agreement
2. Memo – May 13, 2016 – City Engineer
3. Location Map
4. Applicant's Statement and Submitted Plans
5. Comments Received
6. Motion Sheet



**SITE DEVELOPMENT AGREEMENT  
NORTH AMERICAN BANKING COMPANY**

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and North American Banking Company, their successors and assigns (hereinafter the "Developer").

(II) On June 6, 2016 the City Council gave approval to develop certain property currently located on Lexington Avenue within the City and legally described as follows (hereinafter the "Subject Property"):

*Lot 2, Block 1, Crossroads Pond Second, Ramsey County Minnesota*

(III) Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the Subject Property
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements, which remain incomplete at the time of the Developer's request for final site and building approval.
- C. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

(IV) In consideration of the City's grant of permission allowing the Developer to develop the subject property, and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

- A) **Applicability.** This agreement is applicable to the Subject Property
- B) **Crossroads Pond Second Plat.** This property is located within the Crossroads Pond Second Plat and the Planned Unit Development (PUD) which was amended on March 7, 2016 and permits commercial development on Lot 2. In accordance with the approved PUD plan, the property will be developed in accordance the plans approved by the City Council on June 6, 2016. This parcel is to be developed with a 7,377 square foot commercial building.
- C) **Zoning.** The property within this development is zoned PUD with the underlying zoning designations of C1, Retail Service.
- D) **Special Development Terms.** The project is subject to the conditions as approved by the City Council for the Site and Building Plan Review and Comprehensive Sign Plan on June 6, 2016 and the Final PUD, including the related Development Agreements, on March 7, 2016 whether or not specified in this Agreement.



- E) **Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations and pursuant to approved plans and specifications.. All requirements attached to said project by the City's Council on June 6, 2016, as conditions of the Site and Building Plan Review and Comprehensive Sign Plan, are to be satisfied whether or not identified in this document.
- F) **Shared Improvements.** A private agreement executed between Lots 1 and 2, Block 1 per the Crossroads Pond Second Plat approval addresses the shared driveway, access, utilities and signage.
- G) **Parking.** Prior to the issuance of a building permit, the Developer shall submit a Proof of Parking Plan for the PUD that identifies additional parking areas, including the number of stalls. If it is determined that there is a shortage of parking available within the PUD based on demand, additional parking shall be provided within the PUD in accordance with the Proof of Parking Plan.
- H) **Plans and Specifications.** All improvements shall be constructed in accordance with the City ordinances and regulations, and pursuant to the Plans, which have been approved and conditioned by the City Council on June 6, 2016 whether or not identified in this document. Minor changes may be permitted if approved by the Public Works Director.

The Developer agrees to provide the City with four copies of the final Plans for the proposed improvements in form and a time satisfactory to City Staff. No construction may begin until the plans and specifications have been approved, required sureties submitted, and the required pre-construction meeting held and City permits have been issued.

- I) **Landscape Installation.** Prior to issuance of a building permit, the Developer shall submit a landscape plan for approval by the City Planner. The Developer agrees to install all plant materials as shown on the approved landscape plan and to be consistent with the standards established in the Development Regulations of the City of Shoreview. All landscape materials placed, as part of this landscape plan shall be replaced with like material if they should die within twelve months of planting.

The City Planner shall estimate the cost of landscape improvements to be completed, calculating one hundred and twenty five percent (125%) of the estimated cost of the plant materials to be installed. A surety of **\$6,500** is required prior to the issuance of any permits for this project.

This surety may be in the form of cash or a self-renewing Letter of Credit insuring completion of the landscape improvements; provided, however, the Letter of Credit may have an expiration date as required by the issuing bank and in such event, Developer shall provide a replacement Letter of Credit not later than ninety (90) days prior the expiration date.



- J) **Erosion Control.** An Erosion Control Plan/Storm Water Pollution Prevention Plan (SWPPP) shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted to the Public Works Director. The Developer agrees to comply with the recommendations of the Public Works Director for the subject property and shall incorporate these recommendations in to the plans and specifications. ***No site grading shall occur prior to the installation of approved erosion control measures and execution of required agreements and submission of sureties.***

The development is subject to an Erosion Control Agreement, **Exhibit A**, and the Developer agrees to the terms and conditions of that Agreement.

- K) **Site Restoration.** All disturbed areas shall be restored in accordance with the best management practices identified in the NPDES permit and shall be consistent with the City's Surface Water Management Plan and Surface Water Pollution Prevention Plan. All disturbed areas shall be seeded and disk anchored mulched or sodded within 7 days of final grade. All common drainage swales shall be sodded or seeded and protected with wood fiber blanket.
- i) All slopes 4:1 or greater must be seeded and fiber blanketed immediately after final grading. After installation of the wood fiber blanket is completed the City requires inspection for proper installation. The developer shall contact the City staff to arrange the site inspection.
- L) **Other Permits.** The applicant is subject to the Ramsey Washington Watershed and the NPDES permitting requirements for the development, and shall demonstrate compliance before any City permits are issued for this site.
- M) **Stormwater Management.** All stormwater management infrastructure on the site is private, shall utilize stormwater best management practices, and be designed to minimize the need for maintenance and reduce the chance of failure.
- N) **Maintenance of Utilities.** The Developer agrees that on-site utilities are private as identified on the approved plans. Maintenance of the private utilities is the sole responsible of the Developer or Declarant pursuant to the Declaration of Easements, Covenants, Conditions and Restrictions recorded at the time of plat recording. The Developer or any future property owner is responsible for locating any and all private utilities on this site. The City will not locate private utilities at anytime. The private utilities include storm sewer and infiltration basins, sanitary sewer service, looping water main with associated valves and hydrants, and water main service.
- i) The Developer or Declarant pursuant to the Declaration of Easements, Covenants, Conditions and Restrictions recorded at the time of plat recording is responsible for all repair and maintenance of the private water system or other utility system. A portion of the private water system is not metered, and all un-metered water is the property of the City. In



the event of a leak in an un-metered portion of the private water system, after two-days notice, the City has the right to shut-off the water until repairs to the private system have been completed, inspected, and approved by the City.

- O) **As-Built and Grading Certification.** An as-built survey, prepared by a surveyor licensed and registered by the State of Minnesota, shall be submitted upon completion of the permitted work. The as-built survey shall include details of:

- i) The final site grading and all improvements;
- ii) Any public or private infrastructure, including the storm sewer system, the water main system and the sanitary sewer system that was not shown on the as-builts submitted for the Planned Unit Development and Plat. Profiles are required.

The as-builts shall conform to the standards specified in **Exhibit B**. The Developer shall deposit a cash escrow in the amount of **\$3,000.00** as surety for the as-built survey prior to the issuance of a building permit for the project. The Developer shall provide the City with as-builts of the private infrastructure, including water, sanitary sewer, storm sewer and services.

- P) **Construction Management.** The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:

- i) **Definition of Construction Area.** The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director and property owner.
- ii) **Parking and Storage of Materials.** Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No parking of construction vehicles or employee vehicles shall occur on Highway 96, Hodgson Road or Mackubin Street. No fill, excavated material or construction materials shall be stored in the public right-of-way.
- iii) **Hours of Construction.** Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 9:00 p.m. on weekdays and 8:00 a.m. and 7:00 p.m. on Saturdays. No work is permitted on Sundays or holidays without the prior approval of the City.
- iv) **Site Maintenance.** The developer shall ensure the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City. Developer shall sweep the Highway 96 and Hodgson Road on an as needed basis, but at least once weekly. More frequent sweepings may be required, as directed by the City Engineer. The



City has the right to direct the developer to sweep other streets, including Highway 96 and Hodgson Road, near the construction area, if necessary. The City does not sweep streets for private development projects. Developer must have a contract for sweeping and use a water-discharge broom apparatus for street sweeping.

- v) **Construction Traffic.** Construction traffic is restricted to Highway 96 and Hodgson Road. No construction traffic is permitted on local residential streets.
- Q) **All Costs Responsibility of Developer.** The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
- R) **Release of Sureties and Escrows.** The City will consider the release of sureties upon the written request of the Developer. Sureties will not be released until the Developer has demonstrated that the development complies with the approved plans and applicable City Ordinances and standards.
- S) **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an "Event of Default" in the terms and conditions contained in this Agreement:
- i) The failure of the Developer to comply with any of the terms and conditions contained in this agreement;
  - ii) The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.
- T) **Remedies** Upon the occurrence of an Event of Default, the City, in addition to any other remedy, which may be available to it, shall be permitted to do the following:
- i) City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.



- ii) The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
- iii) Obtain an order from a court of competent jurisdiction requiring the developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- iv) Exercise any other remedies, which may be available to it, including an action for damages.
- v) Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally taken.

- Y) Limitation on obligations. Notwithstanding anything to the contrary, the City will only look to the Developer for performance of the obligations of the Developer under this Agreement as they pertain to Lot 2, Block 1. All references to "project" are deemed to mean Lot 2, Block 1.
- Z) Estoppel. Upon written request by either party, the other party shall certify, by written instrument information pertaining to the authenticity of the Agreement, whether Agreement is in full force and effect, disclosure of defaults by other party, and other information reasonably requested by the other party.

(V) **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this June 6, 2016.

**NORTH AMERICAN BANKING COMPANY    CITY OF SHOREVIEW**

\_\_\_\_\_

\_\_\_\_\_  
Terry Schwerm, City Manager

\_\_\_\_\_  
Title



**EXHIBIT 'A'**

**EROSION CONTROL ESCROW AGREEMENT  
NORTH AMERICAN BANKING COMPANY**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and Raising Cane's, its successors and assigns (hereinafter the "Developer").

(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a cash surety to the City of Shoreview in the amount of **\$4,500.00**. The Developer has submitted this financial surety to the City on the following conditions:

1. The developer shall not receive interest on the amount of the surety.
2. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Contract regarding erosion control and/or to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, until the Engineering Department has determined that erosion control has been satisfied. The surety may also be utilized for problems created off the site directly or indirectly as result of on-site conditions.
3. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 48 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
4. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied, or the funds have been replaced by a successor in interest.
5. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.

This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

(C) The Developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of the Escrow Agreement by the Developer.



North American Banking Company  
4xx Highway 96  
Lot 2, Block 1, Crossroads Pond Second  
Page 8 of 11

**IN WITNESS WHEREOF**, the City and the Developer have executed this agreement this 6th day of June, 2016

Developer:

**NORTH AMERICAN BANKING COMPANY   CITY OF SHOREVIEW**

\_\_\_\_\_  
Its

\_\_\_\_\_  
Terry Schwerm, City Manager



## EXHIBIT 'B'

### **Record Plan Requirements**

As-built plans are required for all public and private improvements.

After the completion of Developer-installed public improvements, the City Engineer shall be provided with two blue-line sets of record drawing plans of the project for review purposes.

Upon final approval of the blue-line record drawing plans of the project, the City Engineer shall be provided with one full size set (22"x 34") of mylar copies of the approved record drawing plans of the project. All record plans shall be mylar sepia from inked and clearly legible drawings, accurately drawn to scale. Proper notes and statements as required in this manual shall be placed on the plans.

The City will also be provided with the as-built drawings on disk in the City-approved format as follows:

#### *Electronic As-Builts*

Required on compact disk or DVD.

All information must be in AutoCAD R14 version or newer in DWG format.

Approved final plat sheet and AutoCAD drawings submitted in Ramsey County coordinates.

As-built construction plan sheets and drawing files shall have descriptive layer names or a key for the layer names.

Overall development plan with all utilities (curb stops, clean outs, MHs, fees CBs, GV's, etc.) in Ramsey County coordinates.

Show Ramsey County monuments used for the survey.

After completion of construction, all manholes, catch basins, hydrants and other elements of the project shall be re-measured with an as-built field survey. The plans shall be corrected and modified to show the correct distances, elevations, dimensions, alignments, and any other change in the specific details of the plans. All changes and modifications on the record plan shall be drawn to scale to accurately represent the work as constructed. Incorrect elevations, distances, etc. shall be crossed out from the original plan sheets and corrected as necessary to complete the record plan.

At a minimum, record plans shall include:



*General*

All construction contractor names should be noted on each page.  
Record Plan stamp with date should be shown on each page.  
All utilities in Ramsey County coordinates system.  
All ties should be less than 100'.  
Grading limits and elevations.  
Bench marks used and TNH elevations.

*Grading Plan As-Builts*

Existing ground elevations at all lot corners  
Spot elevations at all house pads (hold down elevations)  
Spot elevations of pond bottom (50' maximum grid)  
Drainage and utility easement and outlot spot elevations  
Pond water elevations and date taken.  
Prior to close out, as-builts of ponding areas must be done to verify depths after house construction is complete.

*Sanitary Sewer, Water Main*

As-built elevations (invert & rims), pipe lengths, and grades for all lines  
Note describing pipe type and size for each run and for services  
Wye stationing and location from TV reports  
Elevation of riser  
Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plan.  
All curb boxes and sanitary sewer services shall be tied with at least two ties, using the following priorities:  
The building or structure being served, with address  
Fire hydrants  
Manholes, catch basins  
Neighboring structures, with the address noted  
Other permanent structures (bridges, telephone boxes, pedestals, transformers)  
Power poles, streetlights, etc.  
All gate valves shall be tied with at least two ties, using the following priorities:  
Fire hydrants  
Manholes  
Catch basins  
Neighboring structures, with the address noted  
Buildings or other permanent structures (bridges, telephone boxes, pedestals, transformers)



Power poles, streetlights, etc.  
As-built elevations of each hydrant at top nut  
Any deviations of fittings from those shown on the plan  
Note describing pipe type and size for mainline and for services  
Stationing of corporation stop on water main

#### Storm Sewer

As-built elevations (invert & rim), pipe lengths, and grades for all lines  
Note describing pipe type and size for each run.  
Cross out proposed elevations and write as-built above – DO NOT remove proposed elevations from plans.  
As-built plans on all ponding areas are required. Plans shall indicate finished contours at two-foot intervals, normal water elevation, high water elevation, and the acre-feet of storage for each ponding area, along with the final storm sewer plans. Upon completion of pond construction, ponds shall be cross-sectioned to confirm that they have been constructed to the proper volume and shape. As-built record plans shall be prepared for all ponding areas just prior to closing project out.

#### Streets

Show where fabric has been placed in the streets on the plan portion of the as-builts.  
Show locations where subgrade corrections were done on the projects as approved by a soils engineer.



Date: May 13, 2016

To: Kathleen Castle, City Planner

From: Tom Wesolowski, City Engineer

Subject: Site & Building Plan Review Application  
North American Bank – Highway 96

The City of Shoreview Engineering staff has reviewed the preliminary plan submittal for the North American Bank building dated April 25, 2016. The Engineering staff has the following comments regarding the proposed development:

1. The proposed project is located within the Ramsey-Washington Metro Watershed District (RWMWD). The project will disturb more than 1-acre and may require a permit from the RWMWD. The City requires that all information that is submitted to the RWMWD, as it relates to the proposed development, also be sent to the City of Shoreview. The applicant sent a letter to the RWMWD on April 22, 2016, but has not received a response on whether a permit would be required.
2. Plan Sheet C-4.0
  - a. The plans show the water service line connecting to an existing stub. A review of the plans for the Highway 96 reconstruction show that a hydrant was removed in that location and the stub and valve were abandoned in place. The City does not know the condition of the stub or valve, so the developer should be aware that the valve or portions of the stub may need to be replaced.
  - b. The City requires that the service line for the fire suppression system and the service line for domestic supply be separated outside the building with valves located on each service line.
  - c. The plans show the sanitary sewer service connecting to an existing stub. City records do not show a stub in that location. Based on City records there is an 8-inch PVC pipe located in the Highway 96. The sanitary sewer service line could be connected to that pipe.
  - d. Highway 96 is under the jurisdiction of Ramsey County and any work that is required to be completed within the Ramsey County right-of-way, requires a permit from Ramsey County.
3. Cash Escrows will be required for any utility work in the public right-of-way. An erosion control cash deposit will also be required for the development.
4. The development plans will be presented to the Environmental Quality Committee for comment at their May 23<sup>rd</sup> meeting.



5. Sheet L1 notes that 6 total trees are to be removed. Please identify which trees are to be removed, the species and the diameter (DBH) of each tree.





- City Halls  
Schools  
Hospitals  
Fire Stations  
Police Stations  
Recreational Centers  
Parcel Points  
Parcel Boundaries

## Notes

4XX Highway 96



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

399.8	0	199.92	399.8 Feet
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199.92

Q.

NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division



North American Bank  
Submittal Narrative  
Shoreview, MN  
April 25, 2016



## Introduction

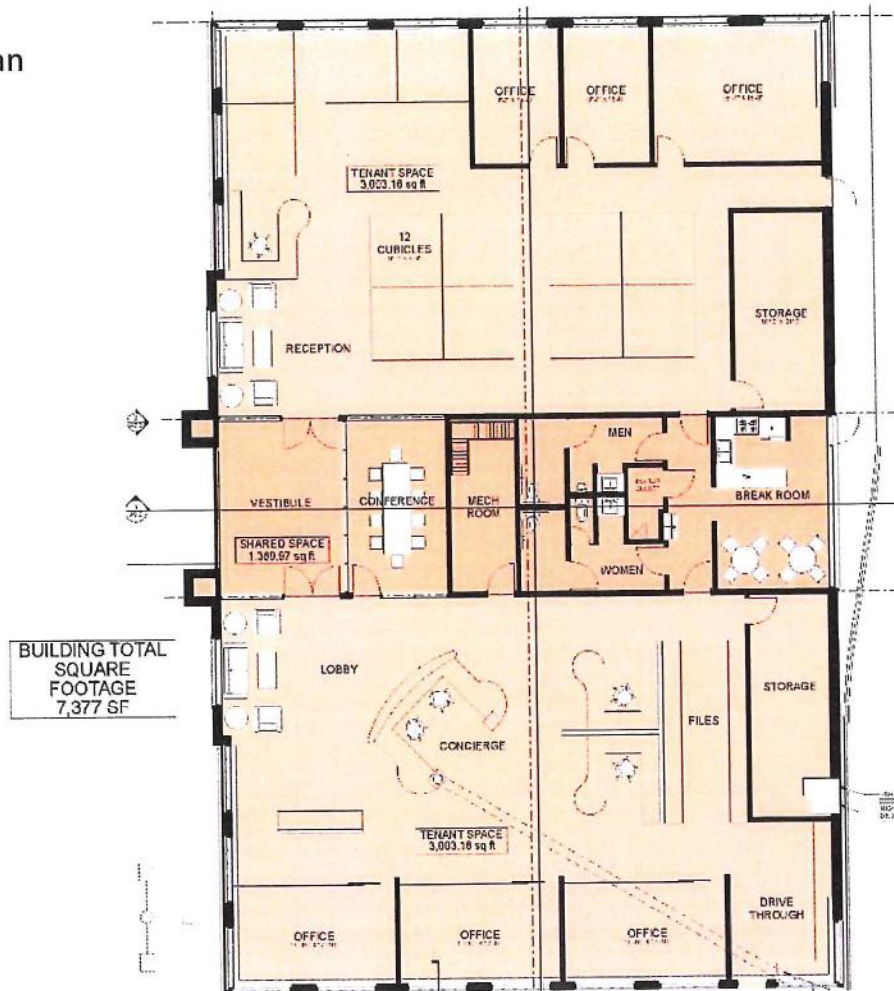
On behalf of North American Bank, Oppidan is proposing to construct a 7,377 square-foot outlet building on Lot 2, Block 1, Crossroads Second, Ramsey County Minnesota.

The proposed one story building, located on Lot 2, as part of the previously approved Kowalski's project. The property will be comprised of two tenants, North American Banking Company and JWT Insurance. North American Banking Company has four additional branches located throughout the Twin Cities. This proposed development will be their fifth location. JWT Insurance, a second generation agency specializes in Home, Auto, Life, Business, Bond, Health, and Dental insurance.

Each tenant will occupy approximately 3,000 square-feet with at 1,300 square-foot shared break room space and restrooms. Additionally, a drive through will surround the building along the eastern side.



## Floor Plan



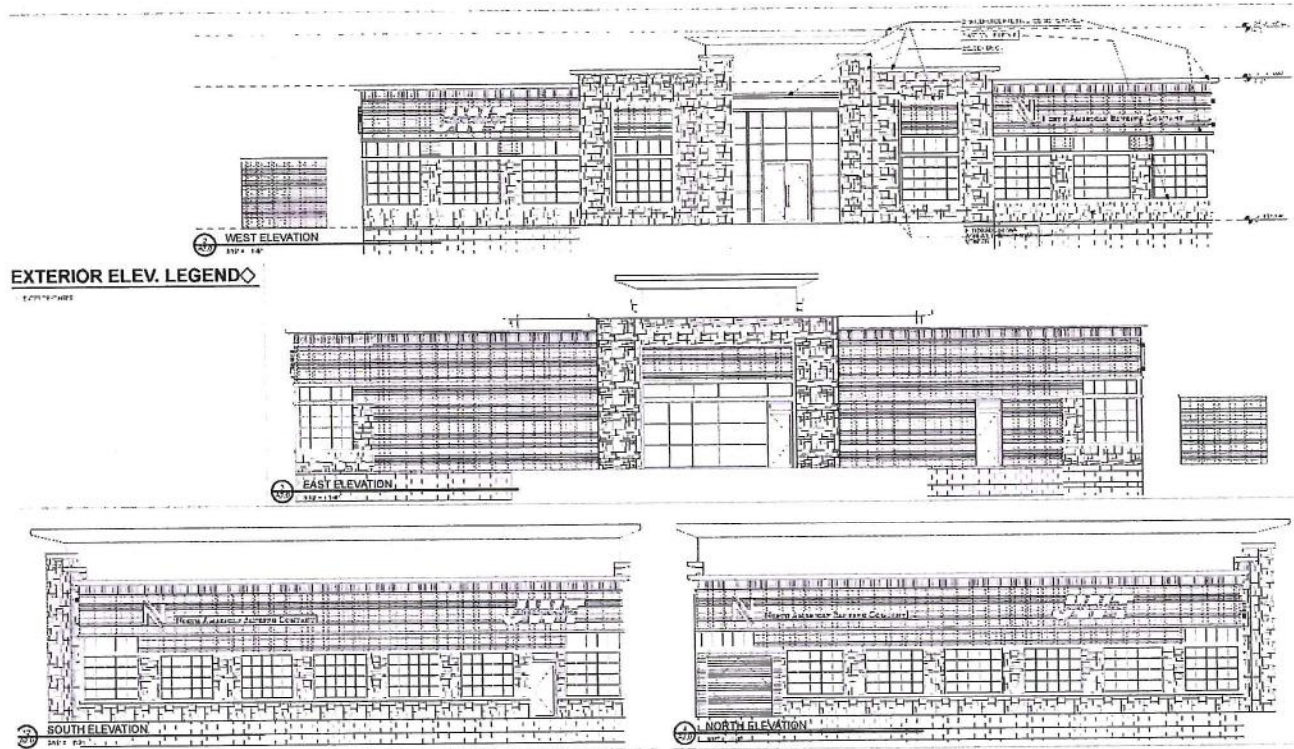
## Architectural

The building will be comprised of high quality, attractive architecture using consistent materials including exterior brick, stone and glass windows.





## Exterior Elevations

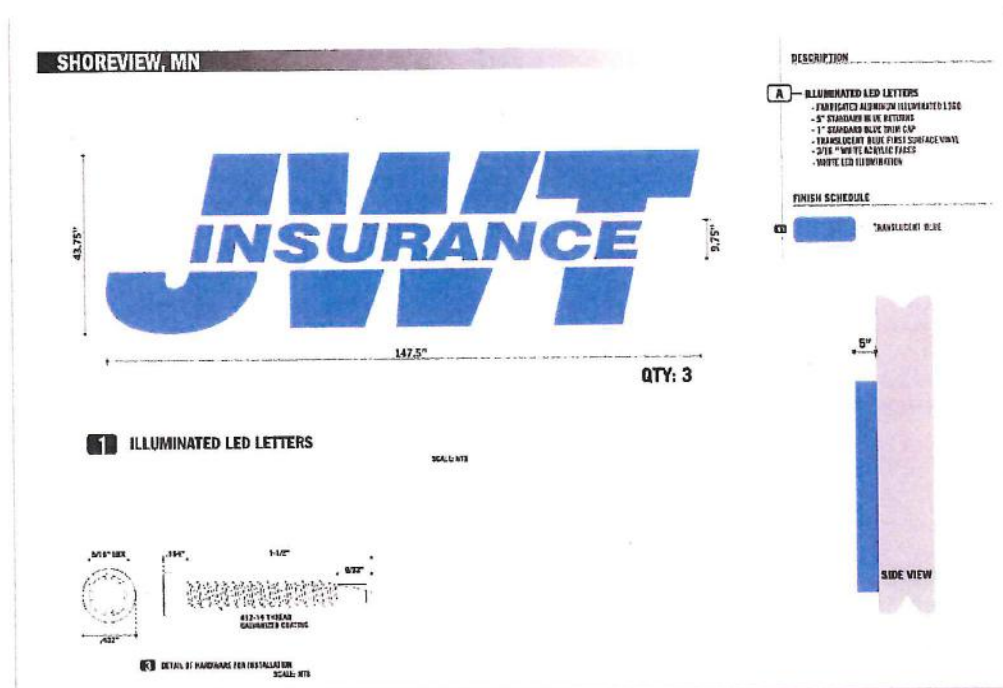
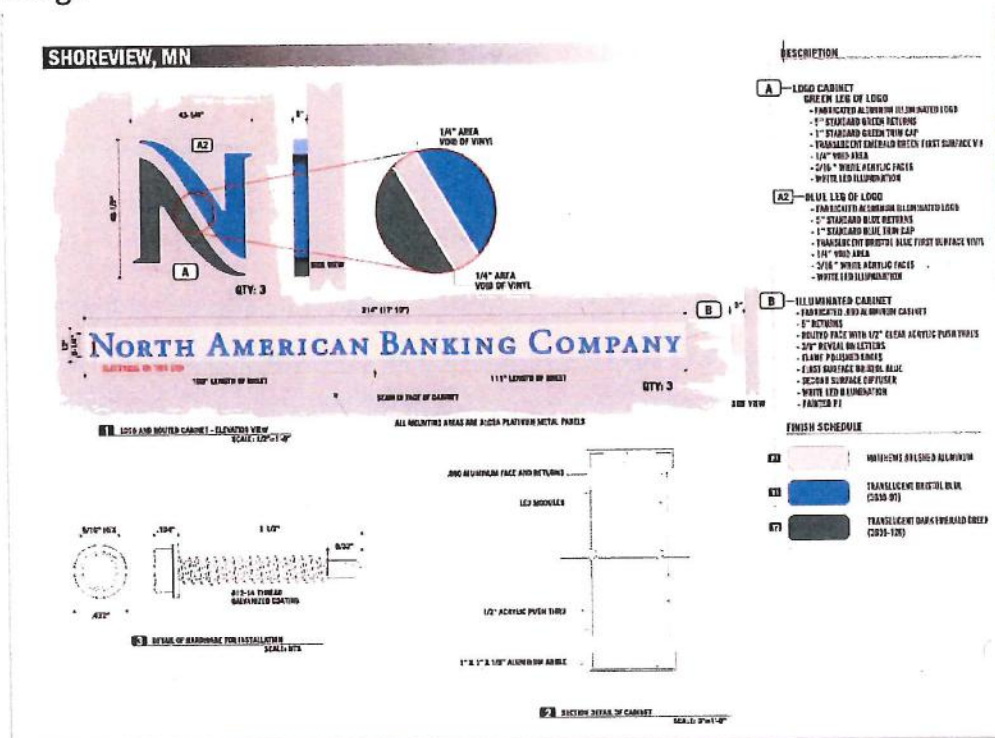


## Signage

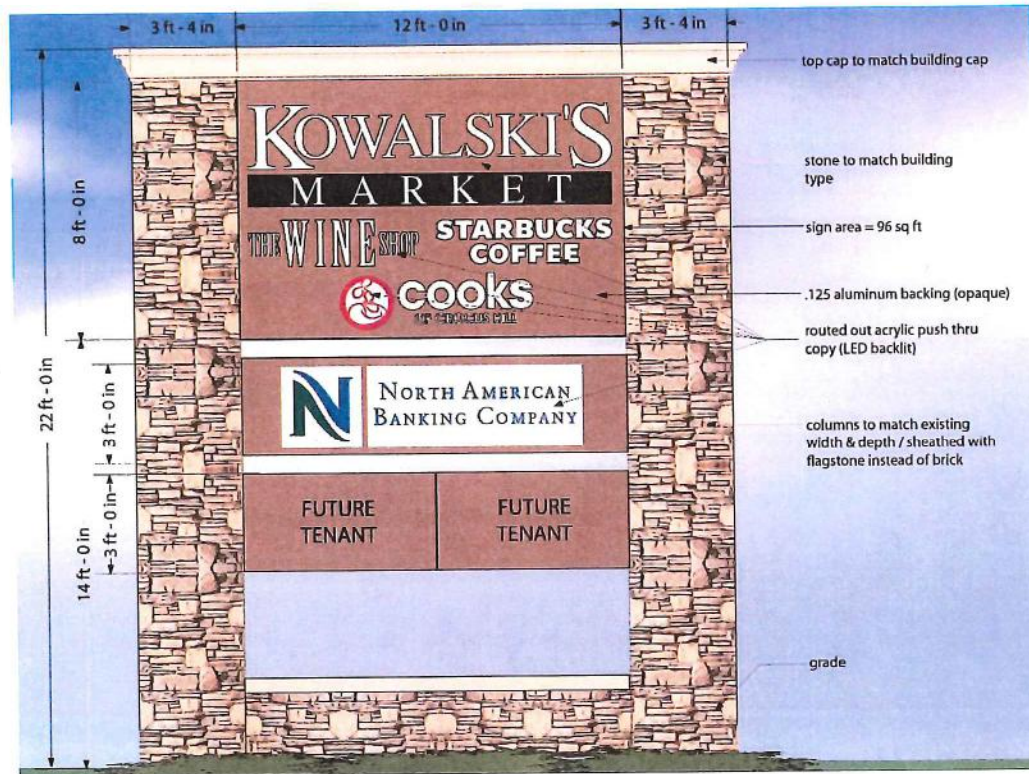
Building signage is proposed to be displayed across the north, south and western sides of the building as shown in the displayed elevation and signage designs. In addition, North American Banking Company and JWT Insurance will occupy two tenant spaces that are part of the approved PUD pylon/monument signs.



## Signage Design



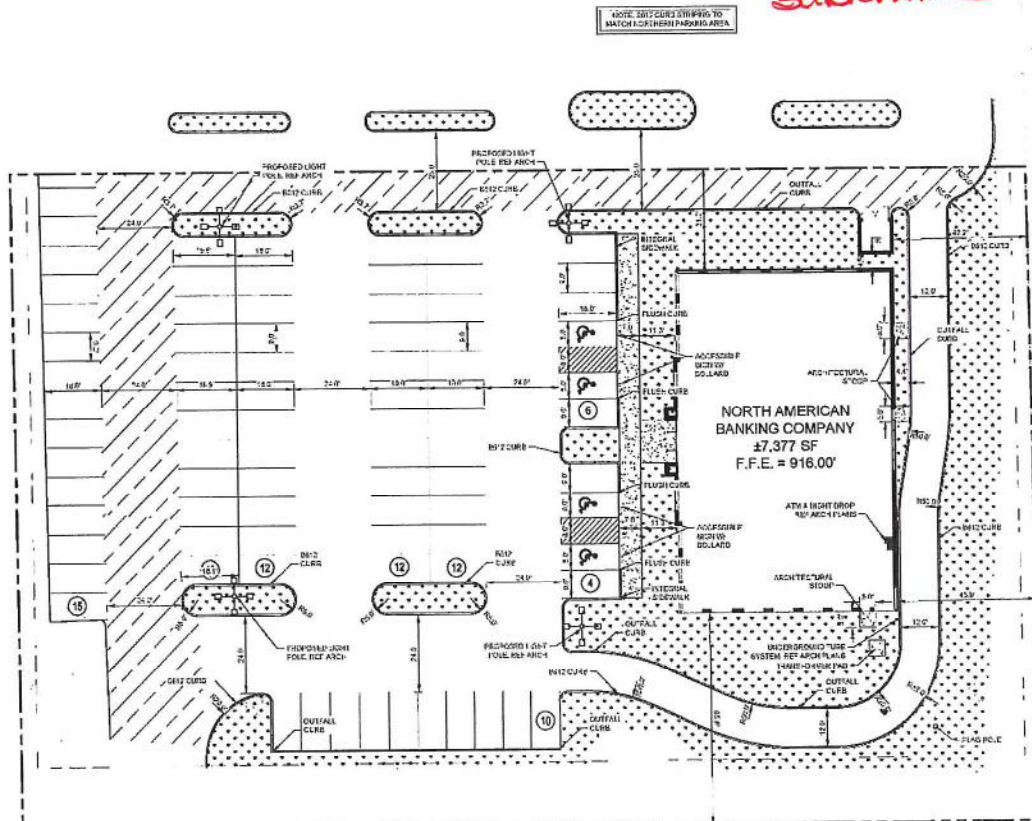






The proposed site plans shows 83 shared parking stalls; four of which are designated handicapped parking. This site has adequate parking and meets the City of Shoreview code. PLAN HAS BEEN REVISED  
(SEE ATTACHED PLAN)

PLAN HAS BEEN REVISED.  
SEE ATTACHED PLAN  
SUBMITTAL



The landscaping for Lot 2 has been designed by Dreamscapes Landscaping, the same company that is responsible for the Kowalski's site. Included in the proposed design is a 30 foot flag pole and United States flag that will be positioned on the southeastern corner of the site in a landscape island. Following the same design standards, the entire site will have a uniform look and feel which will help to further enhance the project.









## Lot 2 Use

On March 7, 2016, the City Council approved File 2610-16-09 for the Final Plat and the Final PUD allowing our proposed uses, including a bank with a drive thru.

## Conclusion

The applicant respectfully requests the City of Shoreview to support the request for the Site Plan and Building Plan Review for the proposed Project before you. We feel this project will be a great addition to the Kowalski's project previously approved in March.

Sincerely,

Jay Moore  
Oppidan Investment Company







## MEMORANDUM

DATE: April 22, 2016  
TO: Ramsey- Washington Metro Watershed District  
FROM: Mike Brandt, P.E.  
SUBJECT: **Stormwater Management Summary**  
Proposed North American Bank  
County Highway 96

### INTRODUCTION

North American Banking Company is proposing a redevelopment of an existing commercial lot located in the northwest corner of Highway 96 West and Hodgson Road. The site is currently an existing parking field for a Rainbow Foods Grocery located at 411 County Highway 96.

### EXISTING CONDITIONS

The existing site consists of a parking field with a total impervious area of  $\pm 1.23$  acres on a  $\pm 1.5$  acre lot. The parking field drains to a private storm system within the lot, which discharges to a regional stormwater treatment area to the north.

### PROPOSED CONDITIONS

The proposed redevelopment consists of the construction of a new  $\pm 7,377$  SF North American Bank building, parking area, lighting, utilities, and landscaping. Construction is planned to occur in the summer of 2016.

The proposed development routes the Site storm water runoff, including the building roof runoff, to the existing private storm sewer system.

The proposed site will decrease the net impervious area on the property from  $\pm 1.23$  acres to  $\pm 1.08$  acres. The addition of landscape islands, regrading, and onsite storm sewer will cause the discharge rate from the 2, 10, and 100-year, 24-hour storm events to be reduced in the post-development condition.

If you have any question or need additional information to complete your review, feel free to contact me at 651-643-0428 or email at [mike.brandt@kimley-horn.com](mailto:mike.brandt@kimley-horn.com).

Thank You,

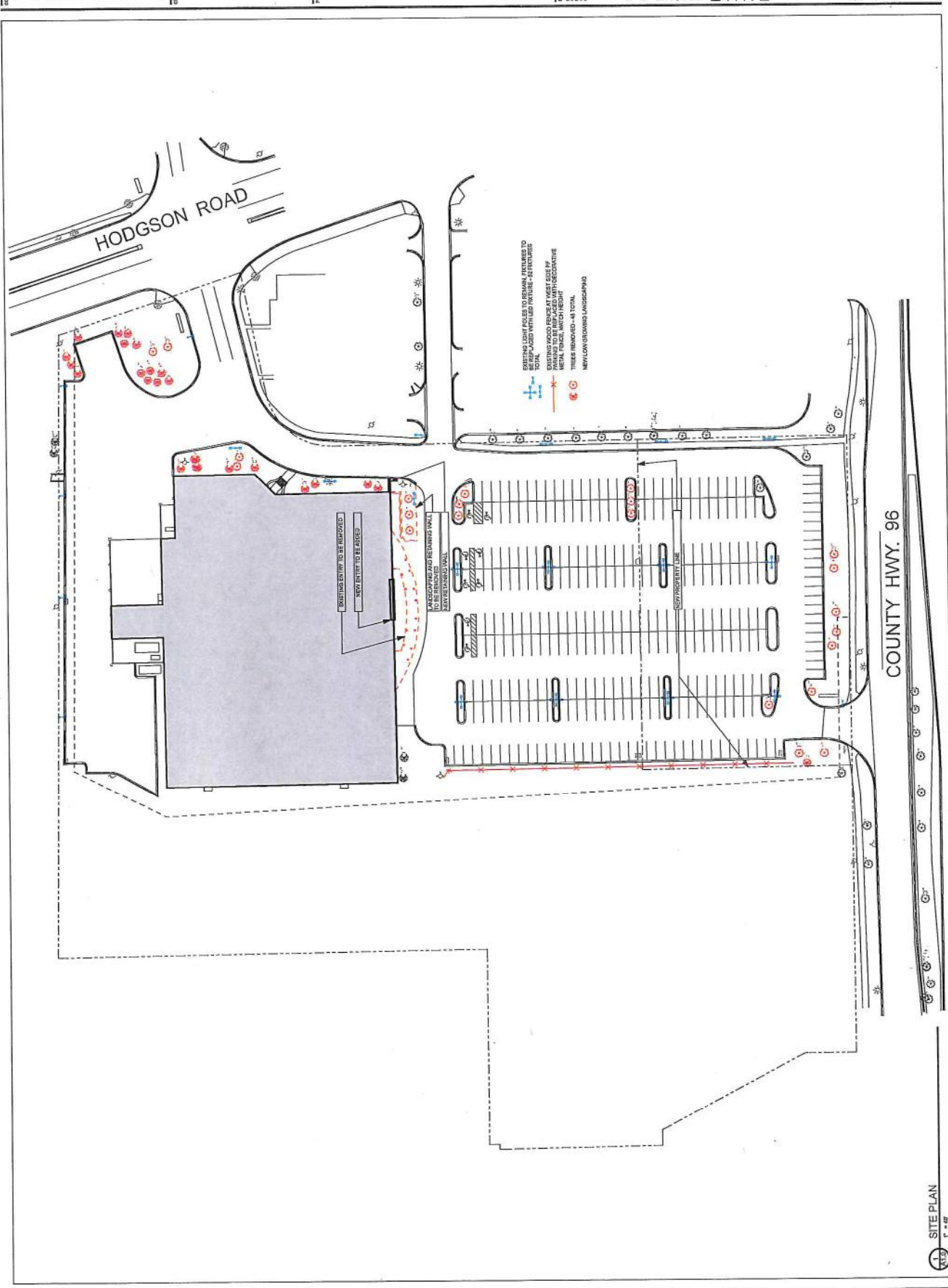
A handwritten signature in black ink, appearing to read "Mike Brandt".



THIS PLAN IS THE PROPERTY OF WILKUS ARCHITECTS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF WILKUS ARCHITECTS.


PROJECT INFORMATION

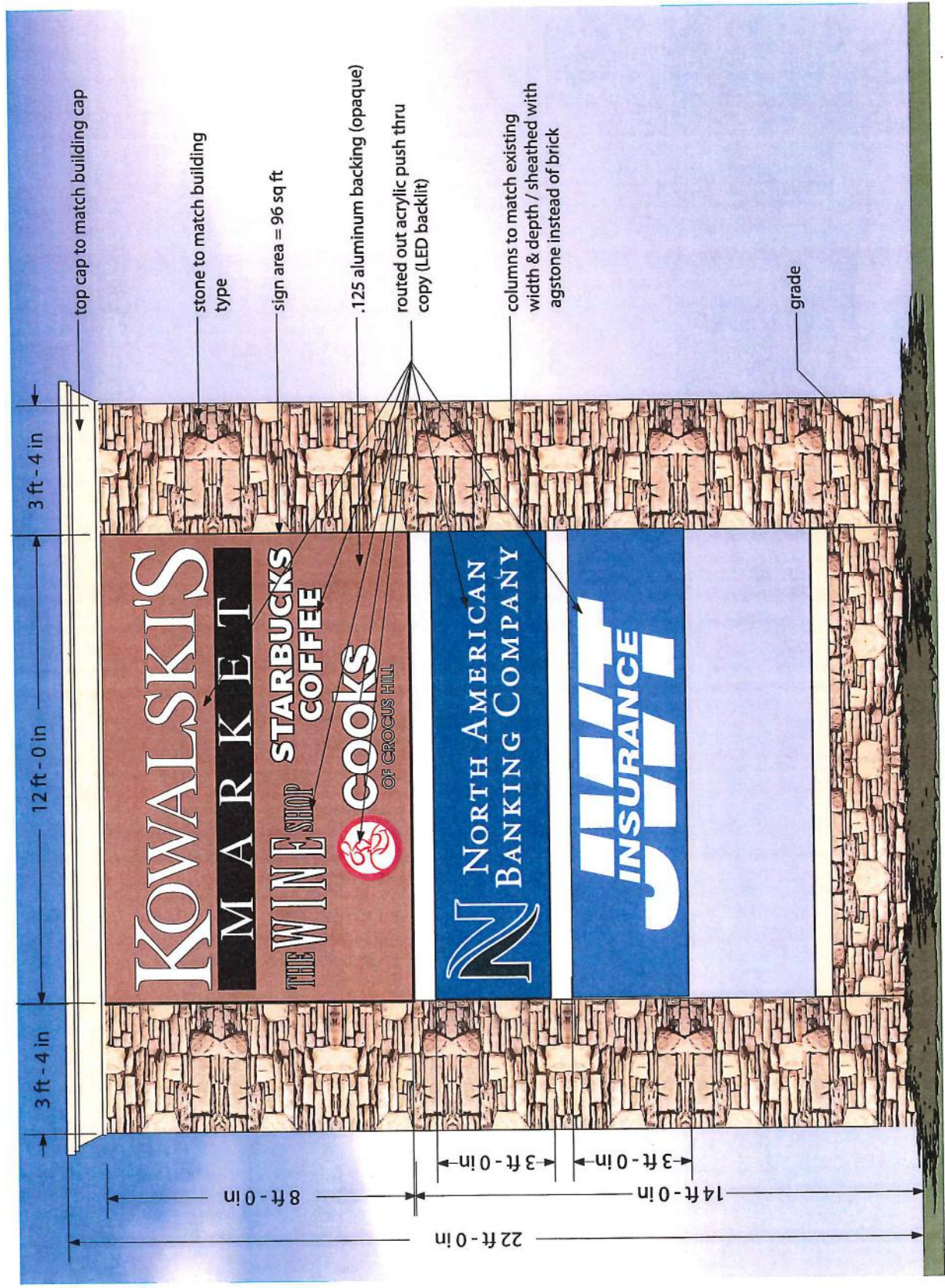
PROJECT NAME	KOWALSKI'S MARKETS
PROJECT LOCATION	SHOREVIEW, MINNESOTA
PROJECT NUMBER	10000
DATE	10/10/10
DESIGNED BY	WILKUS ARCHITECTS
CHECKED BY	WILKUS ARCHITECTS
APPROVED BY	WILKUS ARCHITECTS
DATE	10/10/10
PROJECT NUMBER	10000
PROJECT LOCATION	SHOREVIEW, MINNESOTA
PROJECT NUMBER	10000
DATE	10/10/10



**1 SITE PLAN**  
 1" = 40'



 <p>6325 WELCOME AVE. N. MINNEAPOLIS, MN 55429 Phone: 763-535-0080 www.leroysigns.com</p>	
DATE: 02/22/16	SCALE: 3/4" = 1'
FILE NAME: CKN Shoreview PS V2G.ai	
DRAFTER: KAJ REITER	
CLIENT: KOWALSKI'S MARKET	
LOCATION: SHOREVIEW, MN	
ARCHITECT:	
CONTRACTOR:	
SIGN TYPE / DESCRIPTION: ILLUMINATED FREESTANDING SIGNS	
GRAPHICS TYPE / DESCRIPTION: ROUTED OUT PUSH THRU ACRYLIC	
NOTES / REVISIONS: PROPOSED CHANGES TO EXISTING SIGNS (BOTH LOCATIONS) HWY 96 & HODGSON RD	
<p><b>IMPORTANT NOTICE:</b> This is a proprietary design of Leroy Signs, Inc., designed specifically for this project. It is illegal and unethical to distribute to any other entity for copy or use. This design cannot be used without the written consent of Leroy Signs, Inc.</p>	





DESCRIPTION

- A** — ILLUMINATED LED LETTERS
- FABRICATED ALUMINUM ILLUMINATED LOGO
  - 5" STANDARD BLUE RETURNS
  - 1" STANDARD BLUE TRIM CAP
  - TRANSLUCENT BLUE FIRST SURFACE VINYL
  - 3/16" WHITE ACRYLIC FACES
  - WHITE LED ILLUMINATION

FINISH SCHEDULE

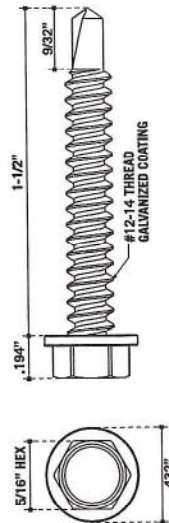
TRANSLUCENT BLUE



QTY: 3

**1** ILLUMINATED LED LETTERS

SCALE: NTS



**3** DETAIL OF HARDWARE FOR INSTALLATION

SCALE: NTS

ILLUMINATED LED LETTERS

CUSTOMER APPROVAL

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

REV1: \_\_\_\_\_

REV2: \_\_\_\_\_

REV3: \_\_\_\_\_

REV4: \_\_\_\_\_

REV5: \_\_\_\_\_

REV6: \_\_\_\_\_

REV7: \_\_\_\_\_

REV8: \_\_\_\_\_

SALES: MW

DESIGN: JS

DATE: \_\_\_\_\_

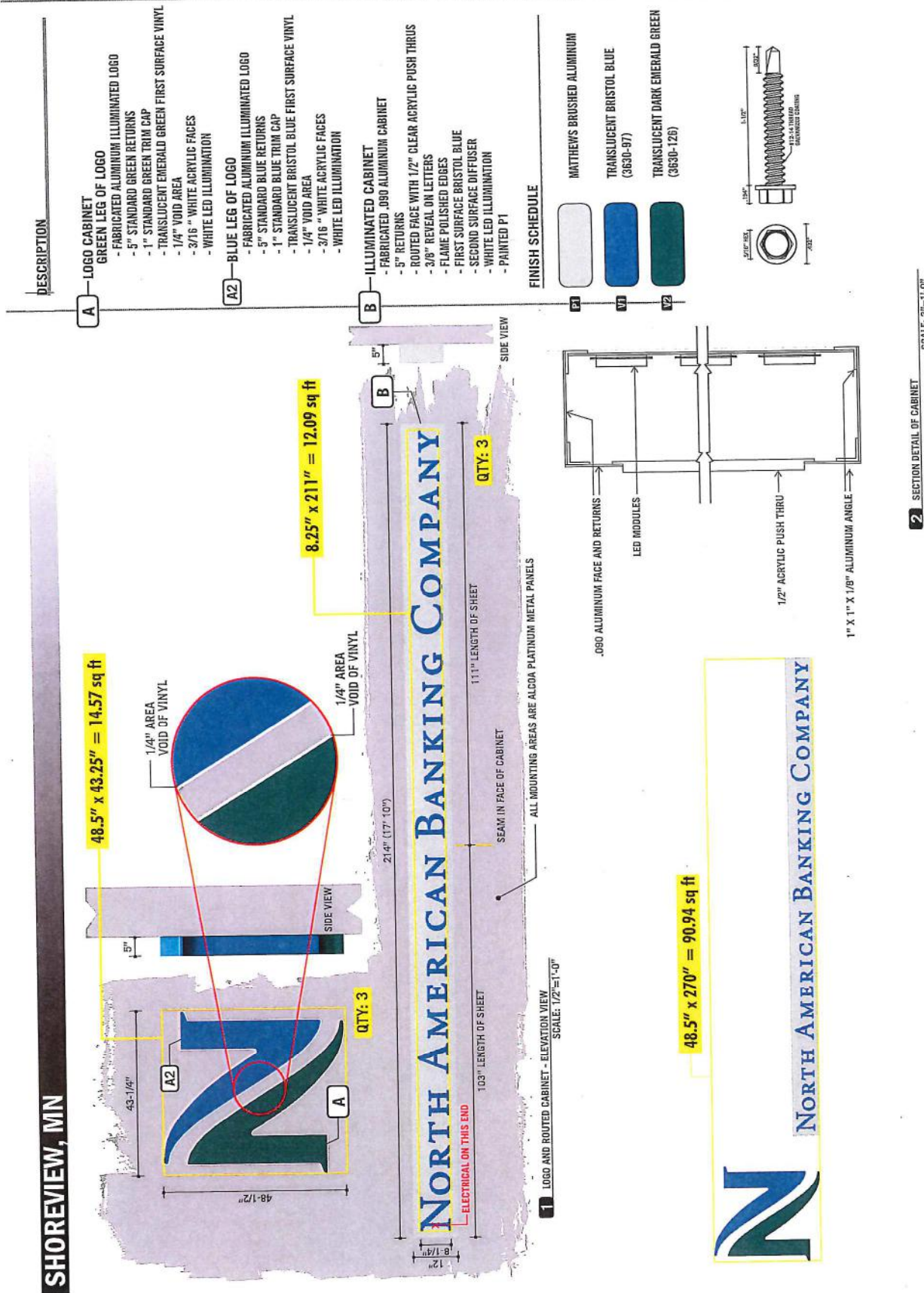
DWG: \_\_\_\_\_

PR: \_\_\_\_\_

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**SHOREVIEW, RAMSEY COUNTY, MINNESOTA**

K:\TWC\LDV\North American Banking\Shoreview\Design\CAD\Frontsheet\C-1.0 Cover Sheet.dwg May 17, 2016 - 8:41am







## GENERAL CONSTRUCTION NOTES

- [illegible]

## TYPICAL OWNER/ENGINEER OBSERVATIONS

CONTRACTOR SHALL NOTIFY OWNER AND/OR ENGINEER 48 HOURS IN ADVANCE OF THE FOLLOWING ACTIVITIES:

- PRE-CONSTRUCTION MEETING, SUBGRADE PREPARATION, BASE INSTALLATION, ASPHALT INSTALLATION, UNDERGROUND PIPING AND UTILITIES INSTALLATION.

EROSION CONTROL NOTES

- [illegible]

## PAVING AND STRIPING NOTES

- [illegible]

## GRADING AND DRAINAGE NOTES

- [illegible]

## 3RD PARTY TEST REPORTS REQ'D

\*EAST NETWORKS REGISTRATION FOR CLOSURE DOES NOT INCLUDE, BUT ARE NOT LIMITED TO:

- TOXICITY TEST MEMORIS
- BACTERIOLOGICAL TESTS OF WATER SYSTEM
- PRESSURE TEST OF WATERPNER
- LEAK TESTS ONSEWER SYSTEM AND GROUND TRAPS

## WATER, STORM SEWER, AND SANITARY SEWER NOTES

- [illegible]

REF ID: A61154N CAL REPORT NO. RH02243

DECLASSIFIED BY: 6032  
DATE: 04-15-2016

## GENERAL NOTES

*[Signature]*

MORRIS C. BRADY, JR.

04/20/2019 10:40  
181

«Kimley» Horn

REV	DATE	REVISIONS
1	5/27/16	CITY COMMENTS PARKING REDUCTION



MK

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T. H. N.

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N

EROSION CONTROL PLAN NOTES

1. ALL PERSONS WHO ARE IN THE SAME ECONOMIC CIRCUMSTANCES SHOULD BE TREATED EQUALLY.
2. THE GOVERNMENT SHOULD CONTROL OR REGULATE ANYTHING THAT IS HARMFUL TO THE ECONOMY.
3. THE GOVERNMENT SHOULD INTERFERE WITH BUSINESS OWNERS ON THE CONSUMER MARKET.
4. ANYONE WHO VIOLATES THE RIGHTS OF ANY OTHER PERSON SHOULD BE PUNISHED, REGARDLESS OF WHETHER THE VIOLATION IS INTENTIONAL OR ACCIDENTAL. THERE SHOULD BE NO EXEMPTIONS.
5. ANY ECONOMIC CONTROL MECHANISM SHOULD BE EVALUATED AND REFINED TO INCREASE PRODUCTIVITY, AND NOT REDUCE OUTPUT POTENTIAL.
6. THERE IS NO ECONOMIC CONTROL MECHANISM **BETTER AFTER** THE CONSUMER MARKET.
7. THE GOVERNMENT SHOULD PROTECT ALL PERSONS WHO ARE NOT ABLE TO TAKE CARE OF THEMSELVES FROM EXTERNAL FORCES THAT HARM THEM.

A graphic scale in feet, ranging from 0 to 40, with major markings at 0, 10, 20, and 40. Below the scale is a north arrow pointing upwards, with the word "NORTH" written vertically inside the arrow's shaft.

### REGION CONTROL LEGEND

- |                       |   |
|-----------------------|---|
| PROPERTY LINE         |  |
| DOOR ENTRANCE         |  |
| BUILT PROJECTION      |  |
| LOT FENCE             |  |
| LIMITS OF DISTURBANCE |  |
| SWAMP / PROJECT       |  |
| EXISTING BUILDING     |  |
|                       | 1/8" = 1'-0"  |

**DEVOUT/EXISTING CONDITIONS LEGEND**

- [illegible]

## KEYNOTE LEGEND

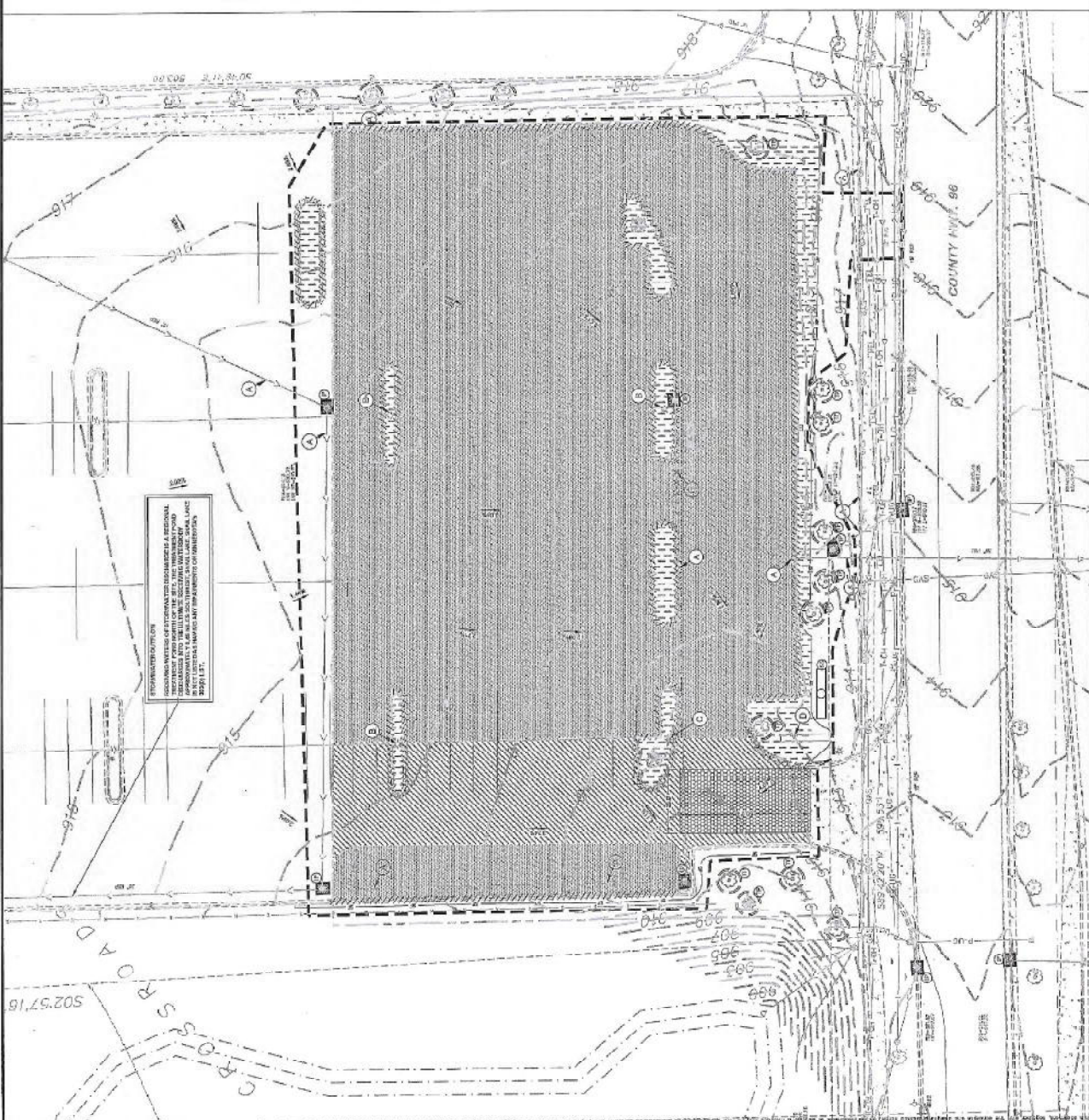
- |   |     |
|---|-----|
| CHANGING RELATIONSHIPS                  | (3) |
| CHANGING SITE DAMAGE TO RESIDENTS       | (6) |
| CHANGING LIGHT POLL TO BE RECONSTRUCTED | (8) |
| UTILITY TO BE MODIFIED                  | (9) |

## SITE DATA

UNITED STATES OF AMERICA  
DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON, D.C. 20535

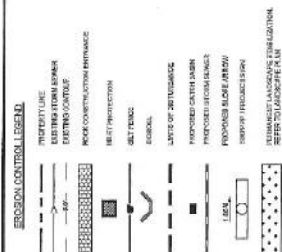
40%T. LIMIT OF DISTURBANCE IS SHOWN. CONTACT PERSON: PROPERTY LINE AND CONSTRUCTION FENCE FOR CLARITY. CONTRACTOR TO NOTIFY AND MAINTAIN EXIST. PLANTATION OF TALLER PLANT PROPERTIES. RECORDING: STORMWATER MANAGEMENT. SEE SITE.

NOTE: BOSTON SOLD CHARTE OFFICIALLY CONSIST OF ALL CONTAINING SILTY CLAYEY, AND MOISTURE OFFERED AND, REFER TO 2500 Technical Report No. 08101111 BY BOSTON, INTERESTED IN CONTRACT, UNITED APRIL 19TH, 2018, CONTRACT NO. 2500-08101111, REPORT IN ITS ENTIRETY, PRIOR TO





PRELIMINARY - NOT FOR CONSTRUCTION



## EROSION CONTROL PLAN NOTES

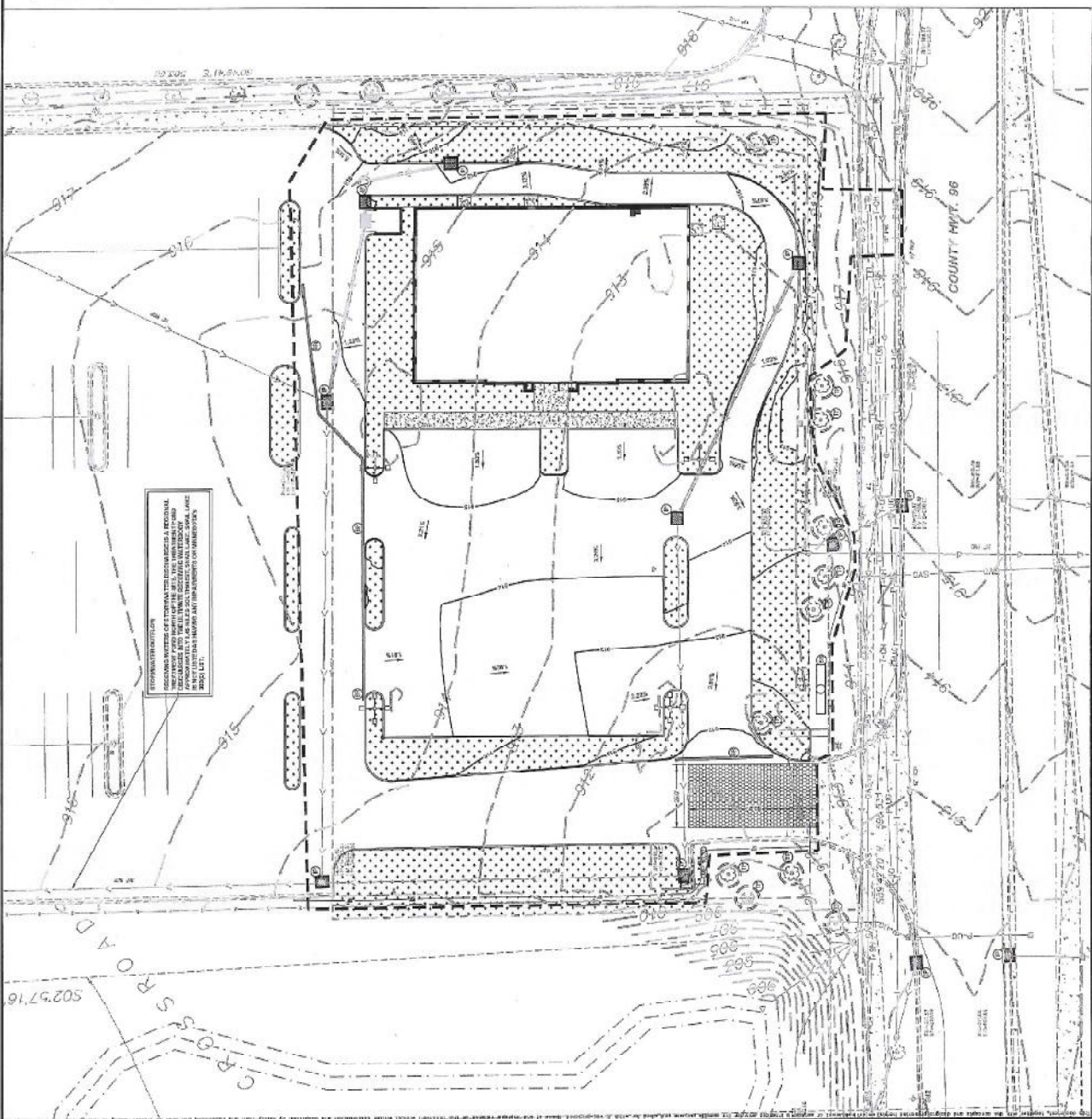
- [illegible]

## SITE DATA

REF: \_\_\_\_\_  
SUPERVISOR: \_\_\_\_\_  
ISSUE NUMBER: \_\_\_\_\_

NOTE: LIMITS OF GUARANTEE IS IN ACCORDANCE WITH THE  
PROPERTY LINE AND CONSTRUCTION PRACTICE FOR CLAYTON  
CONTRACTOR TO INSTALL, AND MAINTAIN BELL PROTECTION ON  
ADJACENT PROPERTIES REGARDING STORMWATER RUNOFF FROM  
ADJACENT PROPERTIES.

NOTE: EXISTING 2018 CHARTER MEMBER COMPANY OF PLANTING AND BULB, GARDEN, AND POORLY TRAINED SAND, REFUSE TO TECHNICAL PERSONNEL AND COMPANY OF BULB, INTERESTED CORPORATION, DATED APRIL 15TH, 1978, IN THE CONSTRUCTION OF THE SEVENTH, REPORT IN THE COMPANY PRIOR TO



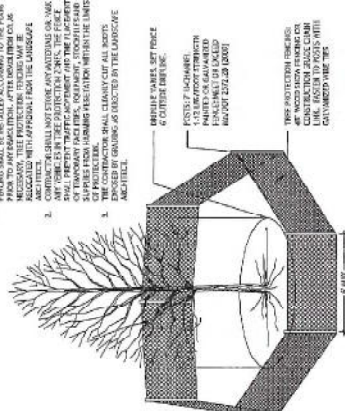


NORTH AMERICAN BANK  
SHOREVIEW, MN

EROSION  
CONTROL  
DETAILS

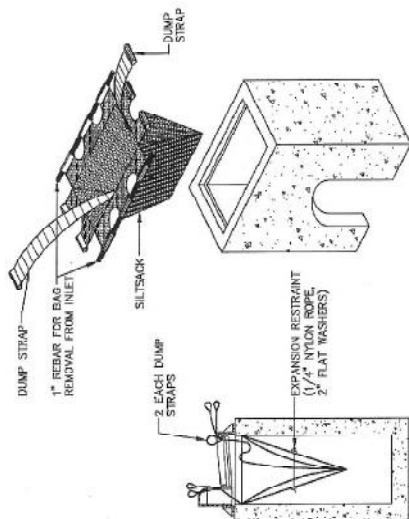
PRELIMINARY - NOT FOR CONSTRUCTION

### TREE PROTECTION DETAIL

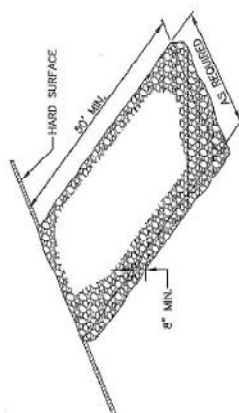


- References

**INLET PROTECTION**  
**SEDIMENT FILTER SACK**

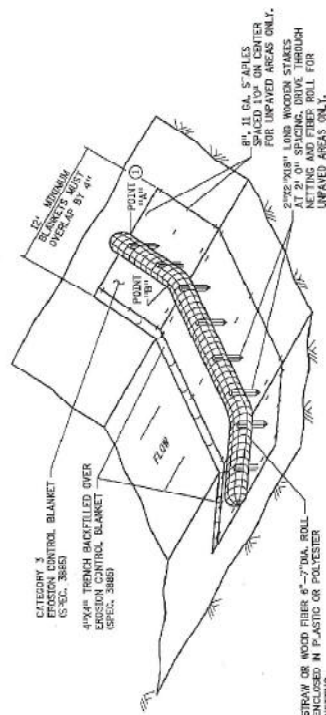


**TEMPORARY ROCK CONSTRUCTION ENTRANCE**



- NOTES:  
A. GEOTEXTILE FABRIC SHALL BE USED UNDER THE ROCK TO PREVENT MIGRATION OF THE UNDERLYING SOIL INTO THE STONE.

# BIO-ROLL BLANKET SYSTEM



- NOTE:  
PAID FOR BY

**EROSION CONTROL FENCE**

- NOTE:  
PAID FOR AS SILT FENCE—HEAVY DUTY  
CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ALL EROSION  
CONTROL MATERIALS FOLLOWING TIME ESTABLISHMENT

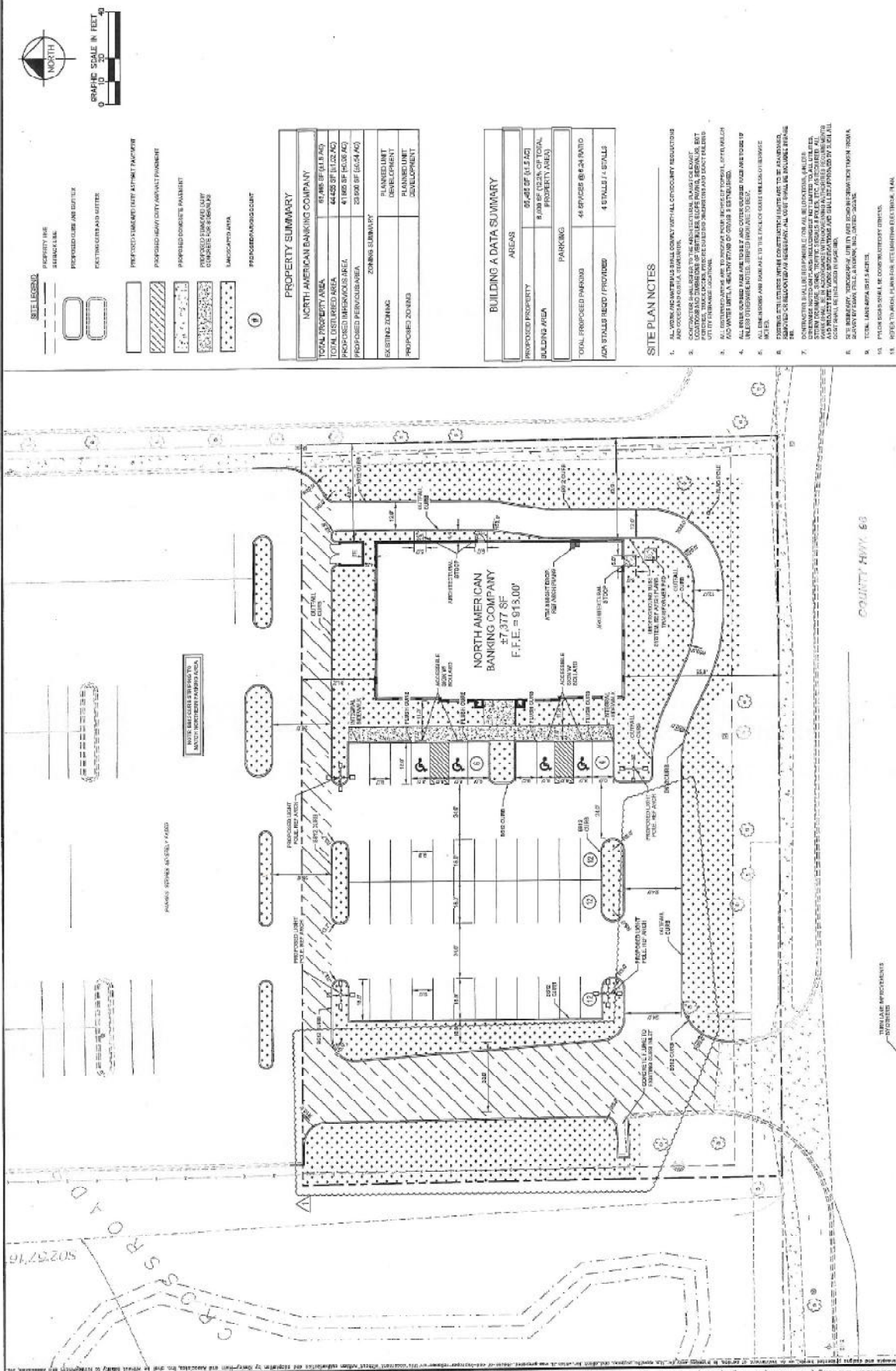


SITE PLAN

PRELIMINARY - NOT FOR CONSTRUCTION

**Kimley»Horn**  
© 2015 KIMLEY-HORN AND ASSOCIATES, INC.  
2000 UNIVERSITY AVENUE WEST, SUITE 2000, ST. PAUL, MN 55104  
PH: 612.221.4444 FAX: 612.221.4447  
WWW.KIMLEY-HORN.COM

BY	DATE	REASONS
AKA	8/17/18	GITY COMMENTS PARKING REDUCTION









### GRADING AND DRAINAGE PLAN

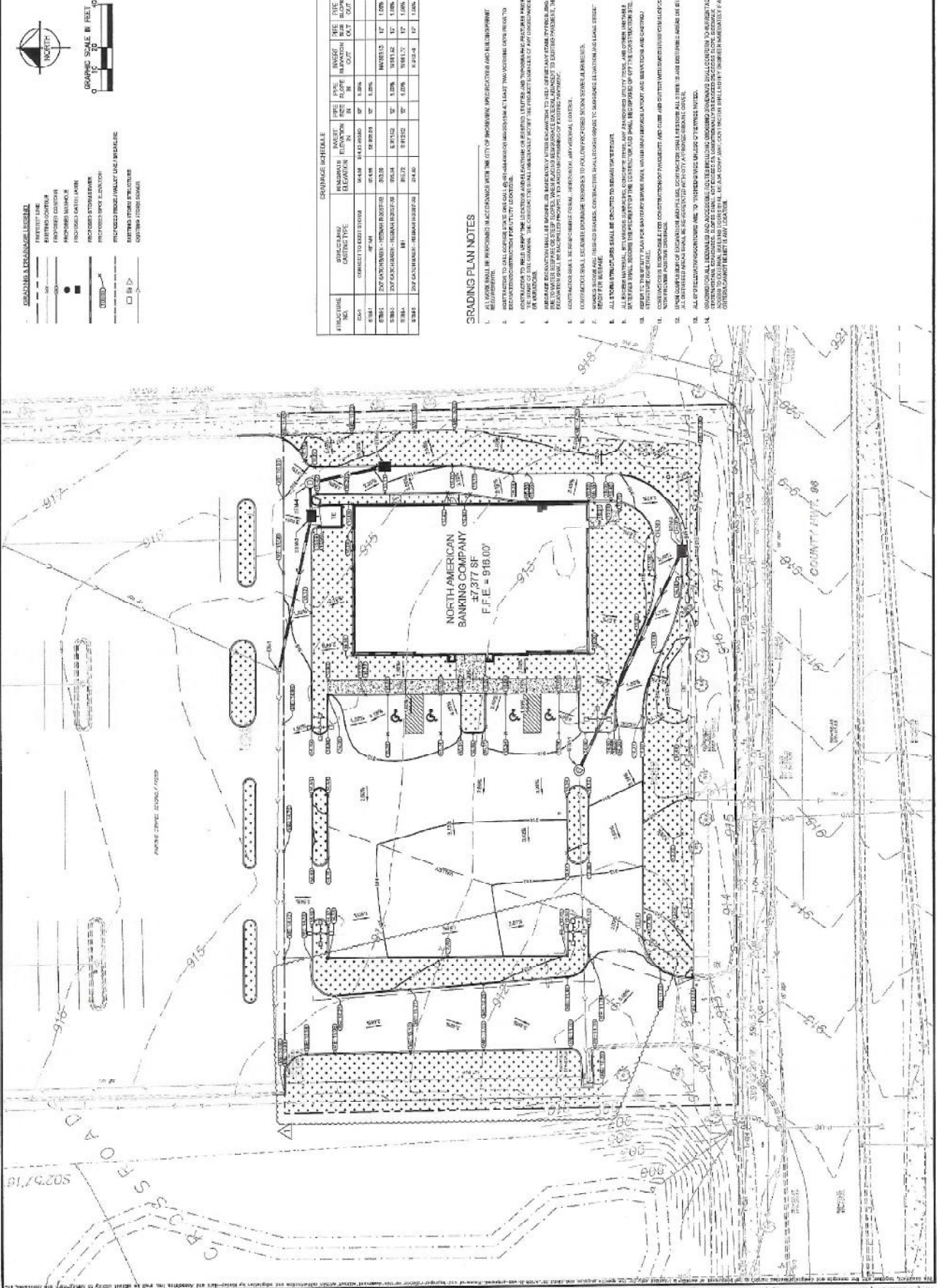
KIA PROJECT	
DATE	04/20/2018
DATE OF SIGNING	
DESIGNED BY	JFA
REVIEWED BY	JFA
CHECKED BY	BOB

[illegible]

**Kimley»Horn**  
© 2006 KIMLEY HORN AND ASSOCIATES, INC.  
2005 UNIVERSITY AVENUE, SUITE 2000, ST. PAUL, MN 55105  
PHONE 651-434-1827  
WWW.KIMLEY-HORN.COM

No.	REVISIONS	DATE	BY
1	CITY COMMENTS PARKING REDUCTION	5/17/06	JRA





















PRELIMINARY - NOT FOR CONSTRUCTION

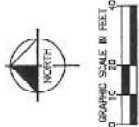
[illegible]

## GRADING PLAN NOTES

- [illegible]

## GRADING & DRAINAGE LEGEND

- |   |                         |
|---|-------------------------|
|  | DECREASE SELECT CHANNEL |
|  | INCREASE SELECT CHANNEL |
|  | POWERED OFF / STANDBY   |
|  | MUTE / UNMUTE           |
|  | SOURCE / INPUT          |
|  | PAUSE / PLAY            |
|  | STOP                    |
|  | FAST FORWARD            |
|  | FAST REVERSE            |
|  | STILL / STILL ON        |
|  | EJECT                   |
|  | REPEAT                  |
|  | SHUFFLE                 |
|  | MEMORY                  |
|  | CLOCK                   |
|  | SLEEP                   |
|  | VOLUME                  |
|  | SPEAKER                 |
|  | HEADPHONES              |
|  | MICROPHONE              |





## UTILITY PLAN

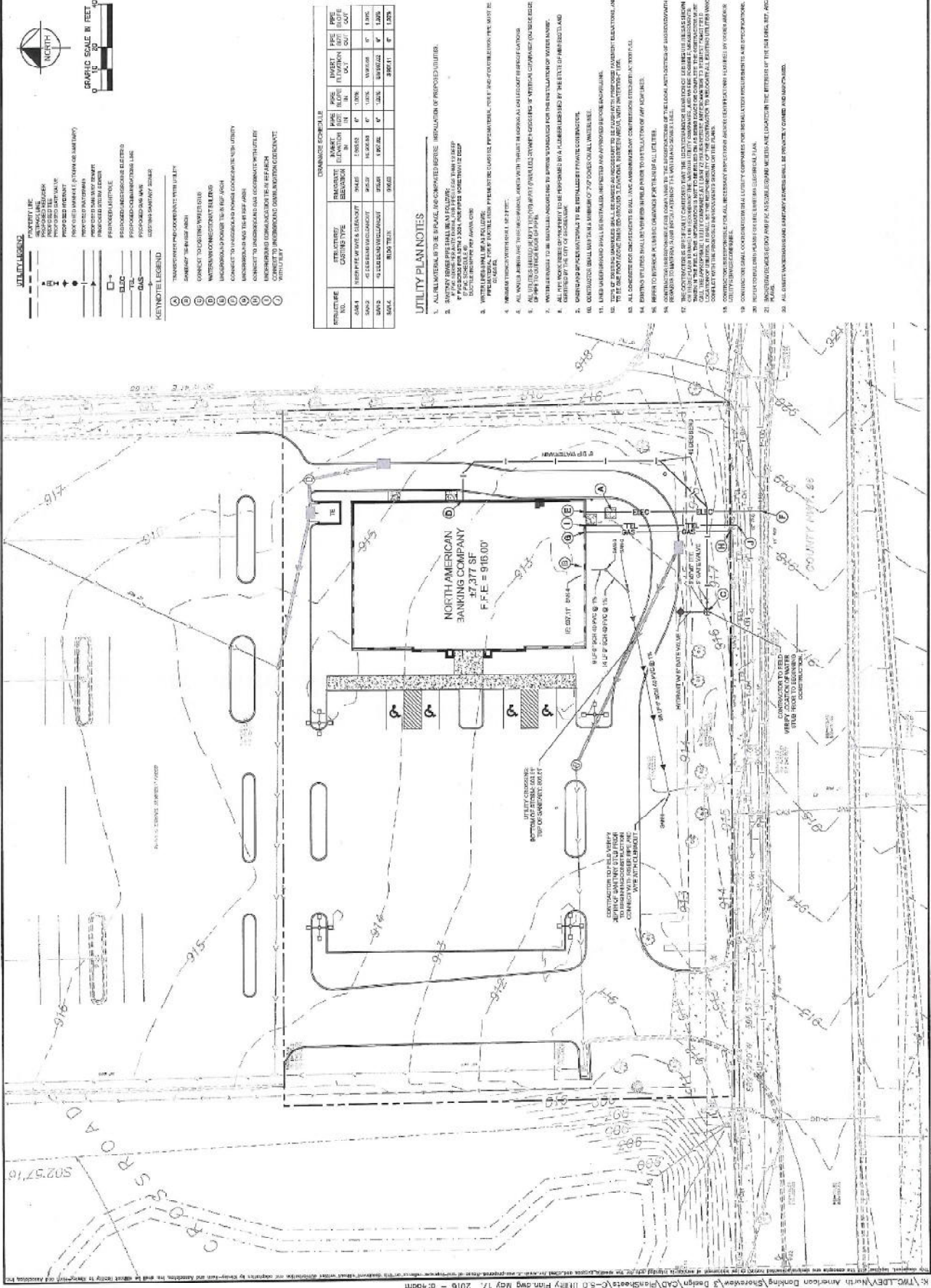
K&N PRODUCT
DATE
04/28/2016
ITEM #
QTY
DESCRIPTION BY
REVENUE BY
CHECKED BY

NOTED THAT THIS IS A  
REVISION OF REPORT WAS REQUESTED BY  
THE DIRECTOR OF THE BUREAU OF  
INVESTIGATION AND  
PROSECUTION  
AND  
THE DIRECTOR OF THE  
BUREAU OF  
INVESTIGATION AND  
PROSECUTION  
ON  
04/23/2018  
IN  
REPLY TO  
04/23/2018

**Kimley»Horn**  
©2014 KIMLEY HORN AND ASSOCIATES, INC.  
2300 CRENSHAW AVENUE, SUITE 2000, IRVING, TX 75039  
PH: 972.501.6157  
WWW.KIMLEYHORN.COM

BY	DATE	REVISIONS
BY	5/17/18	CITY COMMENTS PARKING REDUCTION

PRELIMINARY - NOT FOR CONSTRUCTION



K:\TWC\DEV\North American Banking\Shoreview\3 Design\CAD\Plansheets\C-8.0 Utility Plan.dwg May 17, 2016 - B. Nadin



## PRELIMINARY - NOT FOR CONSTRUCTION

## WATERMAIN THRUST BLOCKING

NOTES:

1. CONCRETE THROUST BLOTTING TO BE POURIED AGAINST UNSTURBED EARTH.
2. KEEP CONCRETE CLEAR OF JOINTS AND ACCESSORIES.
3. F. NOT SHOWN ON PLANS, REQUIRED BEARING AREAS AT FITTING SHALL BE AS INDICATED ABOVE, ADJUST IF NECESSARY TO CONFORM TO THE TEST PRESSURES AND ALLOWABLE SOIL BEARING STRESSES.
4. BEARING AREAS AND SPECIAL BLOTTING DETAILS SHOWN ON PLANS TAKE PRECEDENCE OVER BEARING AREAS AND BLOTTING DETAILS SHOWN THIS.

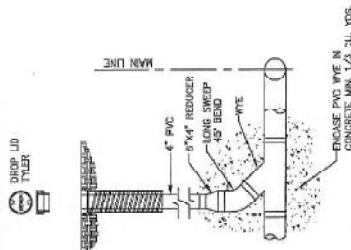
NOTE: ABOVE BEARING AREAS BASED ON TEST PRESSURE OF 150 P.S.I. AND AN ALLOWABLE SOIL BEARING STRESS OF 2000 POUNDS PER SQUARE FOOT. TO COMPUTE BEARING AREAS FOR DIFFERENT TEST PRESSURES AND SOIL BEARING STRESSES, USE THE FOLLOWING EQUATION:

$$\text{BEARING AREA} = (\text{TEST PRESSURE} / 150) \times (2000 / \text{SOIL BEARING STRESS}) \times (\text{TABLE VALUE})$$

NOMINAL SIZES INCHES	TEE, WYE, FLUG OR CAP	HOT ROD PLUGGED CROSS	TEE PLUGGED CROSS	45° BEND		23 1/2° BEND		11 1/4° BEND	
				AT A <sup>2</sup>	AT A <sup>3</sup>	AT A <sup>2</sup>	AT A <sup>3</sup>	AT A <sup>2</sup>	AT A <sup>3</sup>
4	1.0	1.4	1.9	1.4	1.2	—	—	—	—
6	2.0	3.0	4.3	3.3	2.9	1.0	—	—	—
8	3.0	5.3	7.6	5.4	4.9	1.5	1.0	—	—
10	4.0	8.4	11.8	8.4	7.6	2.0	1.2	—	—
12	5.0	11.5	16.1	11.5	10.4	2.5	1.5	—	—
14	6.0	14.6	20.4	14.6	13.3	3.0	1.8	—	—
16	7.0	17.7	24.7	17.7	16.1	3.5	2.1	—	—
18	8.0	20.8	29.0	20.8	18.8	4.0	2.4	—	—
20	9.0	23.9	33.3	23.9	21.5	4.5	2.7	—	—
22	10.0	27.0	37.6	27.0	24.2	5.0	3.0	—	—
24	11.0	30.1	41.9	30.1	26.9	5.5	3.3	—	—
26	12.0	33.2	46.2	33.2	29.6	6.0	3.6	—	—
28	13.0	36.3	50.5	36.3	32.3	6.5	3.9	—	—
30	14.0	39.4	54.8	39.4	35.0	7.0	4.2	—	—
32	15.0	42.5	59.1	42.5	37.7	7.5	4.5	—	—
34	16.0	45.6	63.4	45.6	40.4	8.0	4.8	—	—
36	17.0	48.7	67.7	48.7	43.1	8.5	5.1	—	—
38	18.0	51.8	72.0	51.8	45.8	9.0	5.4	—	—
40	19.0	54.9	76.3	54.9	48.5	9.5	5.7	—	—
42	20.0	58.0	80.6	58.0	51.2	10.0	6.0	—	—
44	21.0	61.1	84.9	61.1	53.9	10.5	6.3	—	—
46	22.0	64.2	89.2	64.2	56.6	11.0	6.6	—	—
48	23.0	67.3	93.5	67.3	59.3	11.5	6.9	—	—
50	24.0	70.4	97.8	70.4	62.0	12.0	7.2	—	—
52	25.0	73.5	102.1	73.5	64.7	12.5	7.5	—	—
54	26.0	76.6	106.4	76.6	67.4	13.0	7.8	—	—
56	27.0	79.7	110.7	79.7	70.1	13.5	8.1	—	—
58	28.0	82.8	115.0	82.8	72.8	14.0	8.4	—	—
60	29.0	85.9	119.3	85.9	75.5	14.5	8.7	—	—
62	30.0	89.0	123.6	89.0	78.2	15.0	9.0	—	—
64	31.0	92.1	127.9	92.1	80.9	15.5	9.3	—	—
66	32.0	95.2	132.2	95.2	83.6	16.0	9.6	—	—
68	33.0	98.3	136.5	98.3	86.3	16.5	9.9	—	—
70	34.0	101.4	140.8	101.4	89.0	17.0	10.2	—	—
72	35.0	104.5	145.1	104.5	91.7	17.5	10.5	—	—
74	36.0	107.6	149.4	107.6	94.4	18.0	10.8	—	—
76	37.0	110.7	153.7	110.7	97.1	18.5	11.1	—	—
78	38.0	113.8	158.0	113.8	99.8	19.0	11.4	—	—
80	39.0	116.9	162.3	116.9	102.5	19.5	11.7	—	—
82	40.0	120.0	166.6	120.0	105.2	20.0	12.0	—	—
84	41.0	123.1	170.9	123.1	107.9	20.5	12.3	—	—
86	42.0	126.2	175.2	126.2	110.6	21.0	12.6	—	—
88	43.0	129.3	179.5	129.3	113.3	21.5	12.9	—	—
90	44.0	132.4	183.8	132.4	116.0	22.0	13.2	—	—
92	45.0	135.5	188.1	135.5	118.7	22.5	13.5	—	—
94	46.0	138.6	192.4	138.6	121.4	23.0	13.8	—	—
96	47.0	141.7	196.7	141.7	124.1	23.5	14.1	—	—
98	48.0	144.8	201.0	144.8	126.8	24.0	14.4	—	—
100	49.0	147.9	205.3	147.9	129.5	24.5	14.7	—	—

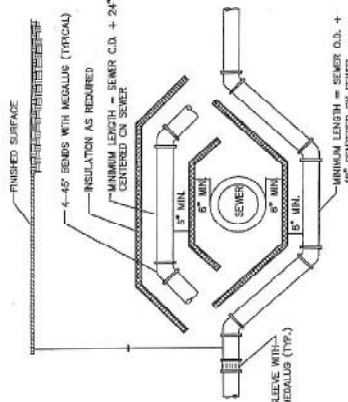
## SANITARY SEWER CLEANOUT

NOTES:  
1. V. BOX TOP SECTION WITH DROP LID (SEWER)  
INCLUDE LONG SWEEP BEND OR COMBINATION  
BEND IN CONCRETE AS SHOWN.



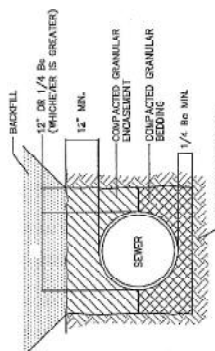
## TYPICAL WATERMAIN OFFSETS

NOTES:  
1. MAINTAIN 6" MINIMUM CLEARANCE BETWEEN SEWER & INSULATION  
2. MAINTAIN MINIMUM 6" SECT GRANULAR MATERIAL AROUND INSULATION.



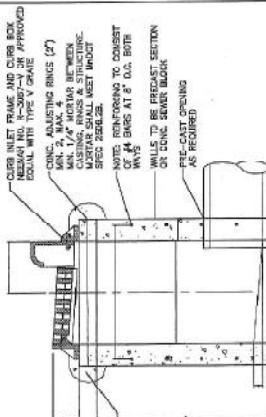
PIPE BEDDING (CLASS B)  
FOR STORM SEWER, SANITARY SEWER, AND WATER MAIN

NOTE: ALL PIPES SHALL BE BEDDED IN THE EXISTING POORLY GRADED SANDS, SUBJECT BELOW PIPES A MINIMUM OF 1FT AND BACKFILL WITH POORLY GRADED SANDS.

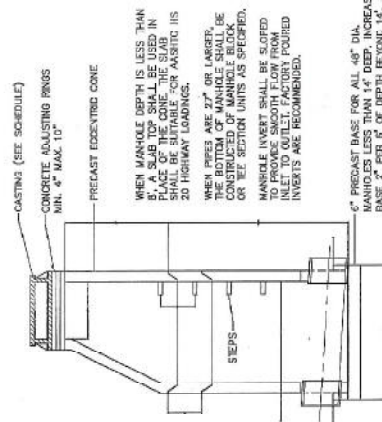


## RECTANGULAR CATCHBASIN (2' X 3')

CONC. BASE SHALL BE 5"  
POURED IN PLACE OR 5"  
RECAST OR AB



## CATCH BASIN/STORM MANHOLE

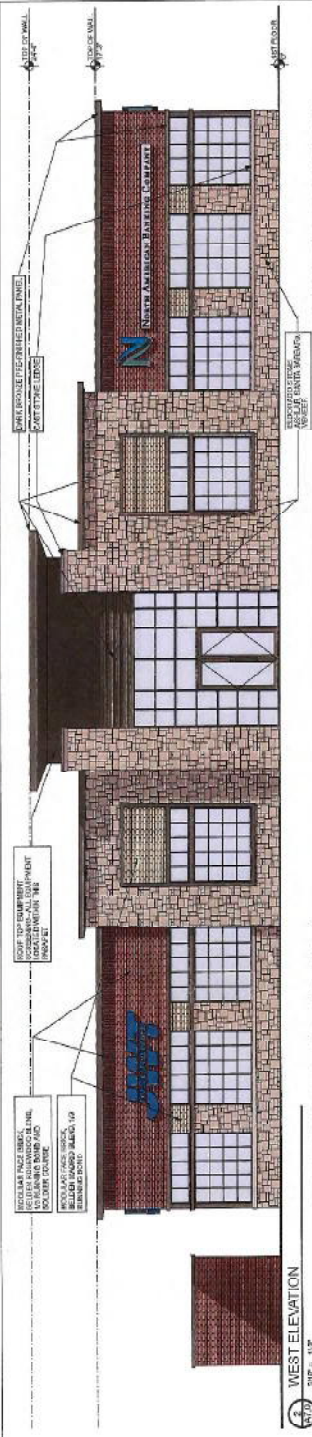
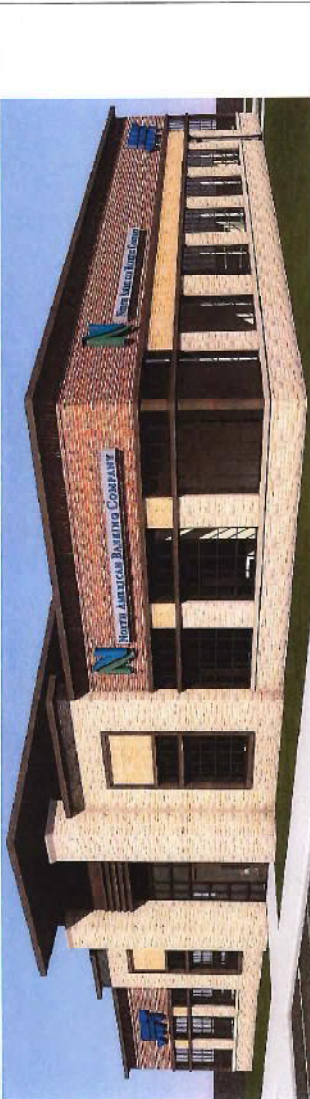


WHEN MANHOLE DEPTH IS LESS THAN 8', A SLAB TOP SHALL BE USED IN PLACE OF THE CONE. THE SLAB SHALL BE SUITABLE FOR APPLYING ITS 20 HIGHWAY LOADINGS.

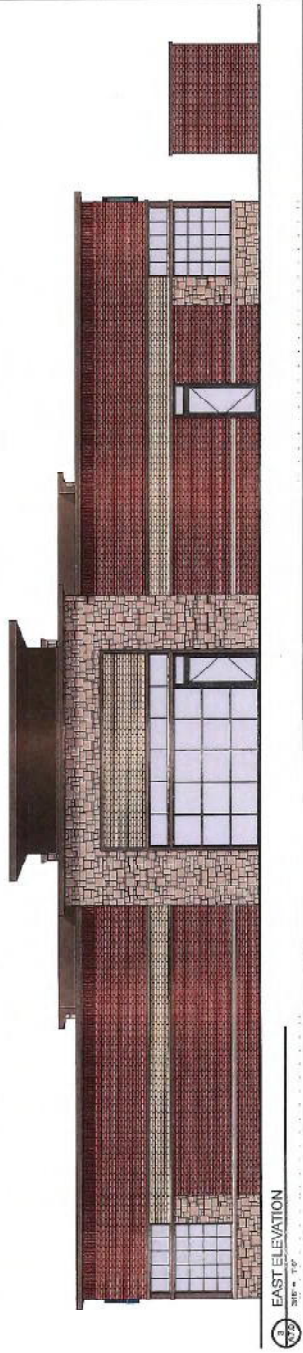
MANHOLE INVERT SHALL BE SLOPED TO PROVIDE SMOOTH FLOW FROM INLET TO OUTLET. FACTORY POURED INVERTS ARE RECOMMENDED.

PRECAST BASE FOR ALL 48" DIA.  
MANHOLES LESS THAN 14" DEEP, INCREASE  
BASE 2" PER 6" OF DEPTH BEYOND 14". 3"  
PRECAST BASE FOR 60" DIA. MANHOLES.

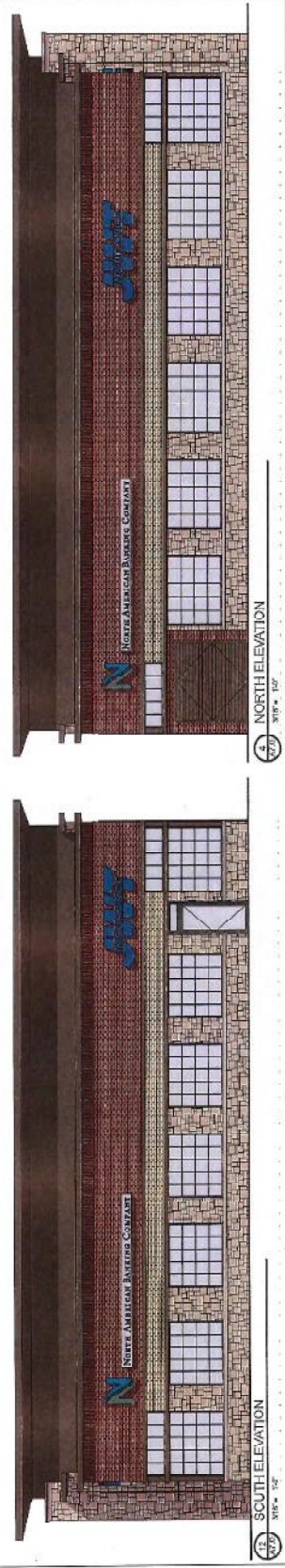




WEST ELEVATION  
300' x 10'



EAST ELEVATION  
300' x 10'



SOUTH ELEVATION  
300' x 10'

NORTH ELEVATION  
300' x 10'











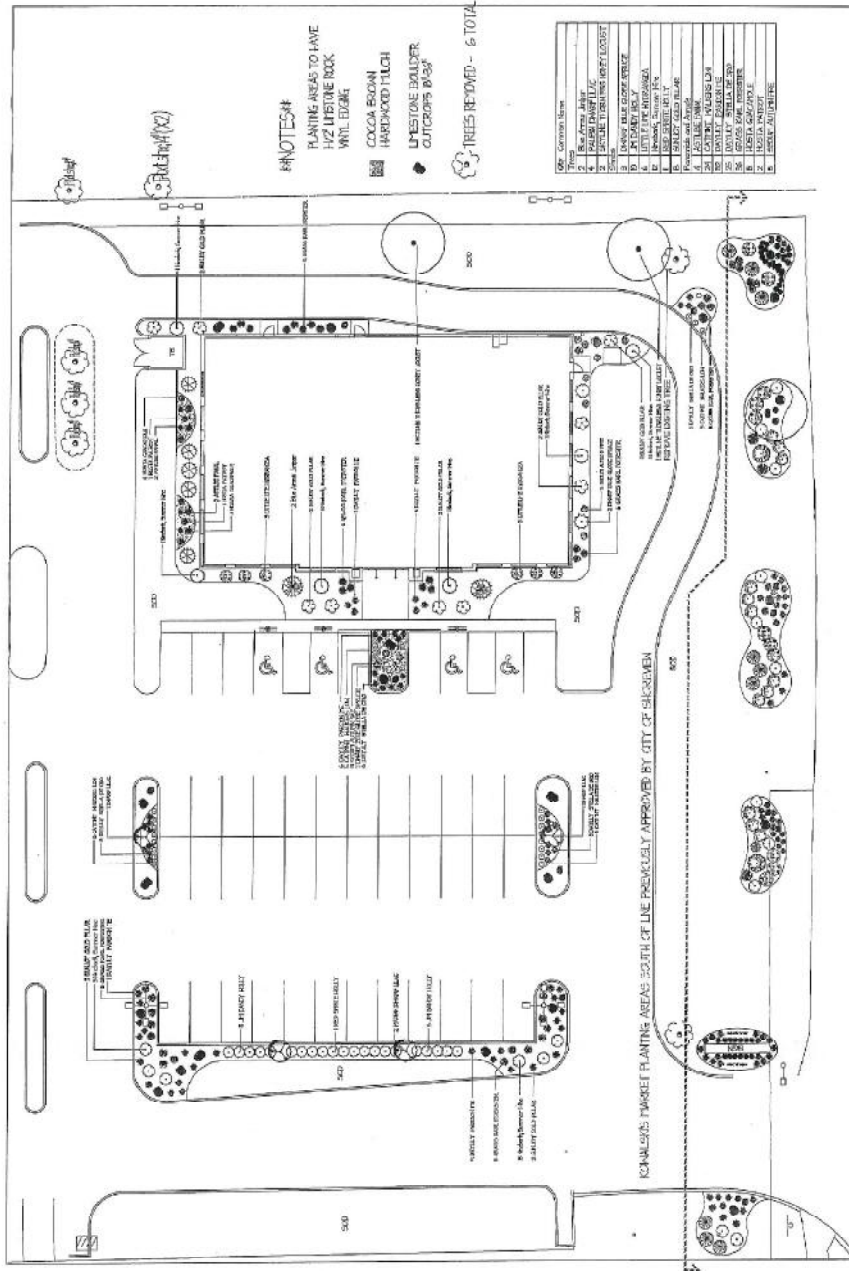


PROPERTY SUMMARY	
NORTH-AMERICAN BANKING COMPANY	
TOTAL INCURRING AREA	65,846 SF (6,543 SQ)
TOTAL DEFERRED AREA	14,426 SF (1,423 SQ)
PROPOSED DEFERRED AREA	11,846 SF (1,185 SQ)
PROPOSED DEFERRED AREA	25,946 SF (2,595 SQ)
ZONING SUMMARY	
EXISTING ZONING	PLANNED UNIT DEVELOPMENT
PROPOSED ZONING	PLANNED UNIT DEVELOPMENT

BUILDING A DATA SUMMARY	
AREAS	
PROPOSED PROPERTY	66,000 SF (41.1 AC)
BUILDING AREA	9,000 SF (0.21% OF TOTAL PROPERTY AREA)
PARKING	
TOTAL PROPOSED PARKING	40 SPACES @ 0.24 RATIO
ADA STALLS REQUIRED / PROVIDED	4 STALLS / 4 STALLS







NOTES#  
 PLANTING AREAS TO HAVE  
 1/2 LIMESTONE ROCK  
 VERTICAL EDGING  
 COCA COLA BOTTLE  
 HARDWOOD MULCH  
 LIMESTONE BAULDER  
 OUTCROPS 8" DIA  
 TREES REMOVED - 6 TOTAL

Code	Common Name
1	Red Maple
2	White Birch
3	Black Birch
4	Red Pine
5	White Pine
6	Black Pine
7	Red Spruce
8	White Spruce
9	Black Spruce
10	Red Fir
11	White Fir
12	Black Fir
13	Red Cedar
14	White Cedar
15	Black Cedar
16	Red Juniper
17	White Juniper
18	Black Juniper
19	Red Cypress
20	White Cypress
21	Black Cypress
22	Red Palm
23	White Palm
24	Black Palm
25	Red Yucca
26	White Yucca
27	Black Yucca
28	Red Agave
29	White Agave
30	Black Agave
31	Red Aloe
32	White Aloe
33	Black Aloe
34	Red Cordyline
35	White Cordyline
36	Black Cordyline
37	Red Philodendron
38	White Philodendron
39	Black Philodendron
40	Red Ficus
41	White Ficus
42	Black Ficus
43	Red Sansevieria
44	White Sansevieria
45	Black Sansevieria
46	Red Zamioculcas
47	White Zamioculcas
48	Black Zamioculcas
49	Red Nerve Plant
50	White Nerve Plant
51	Black Nerve Plant
52	Red Peperomia
53	White Peperomia
54	Black Peperomia
55	Red Begonia
56	White Begonia
57	Black Begonia
58	Red Calceolaria
59	White Calceolaria
60	Black Calceolaria
61	Red Primula
62	White Primula
63	Black Primula
64	Red Ranunculus
65	White Ranunculus
66	Black Ranunculus
67	Red Anemone
68	White Anemone
69	Black Anemone
70	Red Tulip
71	White Tulip
72	Black Tulip
73	Red Daffodil
74	White Daffodil
75	Black Daffodil
76	Red Crocus
77	White Crocus
78	Black Crocus
79	Red Iris
80	White Iris
81	Black Iris
82	Red Hyacinth
83	White Hyacinth
84	Black Hyacinth
85	Red Allium
86	White Allium
87	Black Allium
88	Red Scilla
89	White Scilla
90	Black Scilla
91	Red Chionodoxa
92	White Chionodoxa
93	Black Chionodoxa
94	Red Lacinia
95	White Lacinia
96	Black Lacinia
97	Red Galtonia
98	White Galtonia
99	Black Galtonia
100	Red Spigelia



NORTH AMERICAN BANK  
 SHOREVIEW, MN

11-16-04  
 11-16-04

SHEET  
 II



## PROPOSED MOTION

**MOVED BY COUNCILMEMBER \_\_\_\_\_**

**SECONDED BY COUNCILMEMBER \_\_\_\_\_**

To adopt the Shoreview Goose Management Plan dated June, 2016.

ROLL CALL:       AYES \_\_\_\_\_NAYS \_\_\_\_\_

JOHNSON \_\_\_\_\_

QUIGLEY \_\_\_\_\_

SPRINGHORN \_\_\_\_\_

WICKSTROM \_\_\_\_\_

MARTIN

REGULAR COUNCIL MEETING  
JUNE 6, 2016



**TO: MAYOR, CITY COUNCIL, AND CITY MANAGER**

**FROM: JARED HAAS – GIS COORDINATOR**

**DATE: JUNE 1, 2016**

**SUBJECT: ADOPTION OF SHOREVIEW GOOSE MANAGEMENT PLAN**

### **INTRODUCTION**

The City Council is being asked to consider adoption of a written Goose Management Plan to mitigate the impact of excessive goose populations in public parks and waters in Shoreview. The formal written plan is a new requirement of the Department of Natural Resources.

### **BACKGROUND**

For more than 20 years, the City has contracted with a firm to perform the capture and removal of Canadian Geese from various public parks and waters in the community. Some of the sites where this has occurred include Lake Owasso Beach, Island Lake County Park, Snail Lake Regional Park, Shoreview Commons, Bucher Park, and Turtle Lake County Park. The purpose of the goose removal is to reduce the level of goose droppings on beaches, trails, athletic fields and other turf areas, and parking lots; and to maintain the goose population in Shoreview at a manageable level. The removal of geese from these high use park and beach areas also reduces the risk of fecal bacterial counts near public beaches.

As noted earlier, the City has contracted for this goose removal service annually for more than 20 years in an effort to maintain a manageable goose population in Shoreview. Since 2008, the annual cost of goose removal has been about \$5000 per year. Nearly all of the removal is completed on public property, however, the firm that has done this work has also performed work for private associations from time to time. If they do any goose removal on behalf of the City on private property, the firm has always received permission of the private property owners prior to capturing the geese.

The Department of Natural Resources is now requiring that cities have an adopted goose management plan prior to issuing any permit for this work. Attached is a copy of Shoreview's plan for consideration by the Council. The plan is based on a similar plan that was adopted by the City of Fridley.

The Council must formally adopt the written plan after allowing an opportunity for public comment.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the City Council approve the attached Goose Management Plan for the City of Shoreview.



## **Shoreview Goose Management Plan – June 2016**

### **1. Context and Goose Management Concerns**

The City of Shoreview includes many lakes, large wetland areas and open grass areas with a lack of both natural and human predation for Canada Geese. These factors create the potential for large and problematic goose populations. Problems related to excessively high goose population include fecal matter on public lands and in swimming areas.

High populations of geese have historically been managed on public lands including Lake Owasso County Park, the Shoreview Community Center, Turtle Lake County Park, and Snail Lake Regional Park.

### **2. Monitoring**

The City of Shoreview encourages residents to report Canada Goose related problems via telephone or email to the Public Works Department. The City maintains records of annual bird counts at designated problem areas as well as tracking bird complaints.

### **3. Wild Animal Feeding**

Feeding wild animals, including geese, is prohibited by City Ordinance 601.130 (copy attached). Feeding geese can be harmful to the birds, increases their concentration in undesirable areas, and increases the likelihood of conflict with humans.

### **4. Public Property**

The City of Shoreview intends to reduce goose droppings on beaches, turf areas, sidewalks, trails, parking lots, and landings, and reduce the risk of high water fecal bacteria counts near public beaches. Current management sites include Lake Owasso County Park, the Shoreview Community Center, Turtle Lake County Park, and Snail Lake Regional Park. The City will contract with a goose management company to conduct egg and nest removal and/or the removal of geese from the management sites. The City goal is to maintain resident summer goose populations at less than 12 geese per site.

In addition, the use of predator decoys and/or trained dogs may be used throughout the year to reduce the concentration of loafing and feeding geese. The City may expand this Canada Goose control and removal program to other public areas if Canada Goose numbers and associated problems warrant such action.

### **5. Private Property**

The City of Shoreview will inform citizens of Canada Goose management techniques that may be employed to reduce or eliminate problems on private property. Owners of private property requesting assistance with goose problems and/or removal of geese must follow the guidelines set



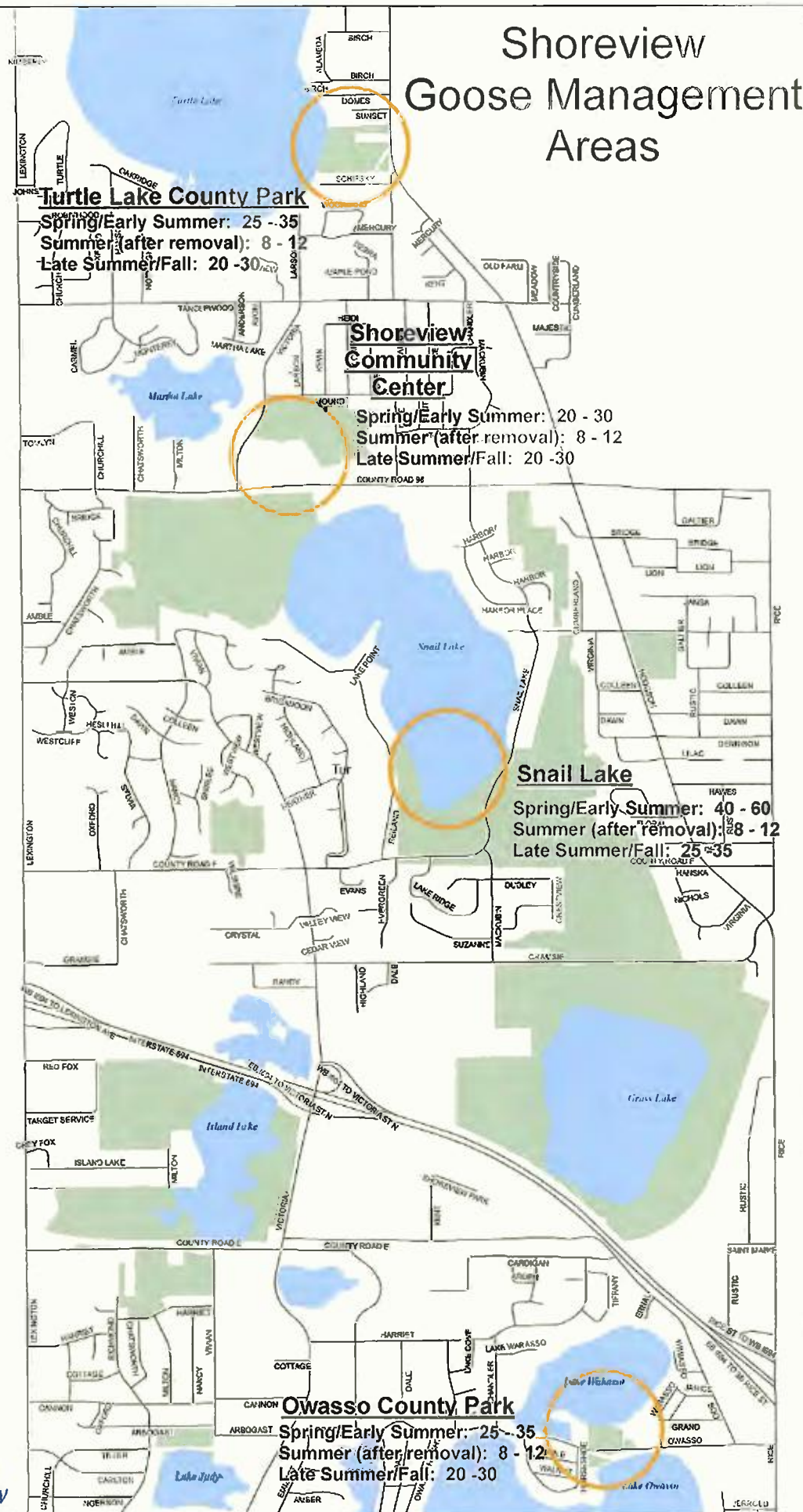
forth in this management plan for City Parks and Public Property. The City of Shoreview will assist private property owners in contacting Canada Goose management companies to help with goose problems, including the removal of problem geese. The City of Shoreview will not pay for removal or control costs on private property, unless it is done as part of the removal at designated public removal sites. Removal or control costs will be entirely at the private property owner's expense.

## **6. Attached Map and Goose Population Estimates**

Attached is a map that depicts estimated goose populations for primary goose control locations in the City.



# Shoreview Goose Management Areas





- (C) A quarantined animal shall not be removed from the place of confinement without the written permission of the Animal Control Officer.
- (D) A quarantined animal shall be confined in an enclosure constructed of materials suitable to prevent the animal from escaping. All openings to the enclosure shall be locked at all times and the animal shall not be removed from the enclosure unless the animal is muzzled on a leash not exceeding four (4) feet in length and in control of a competent person.

**601.100 Additional Fee and Proof of Insurance as to Potentially Dangerous Animals.** The owner of a potentially dangerous animal shall pay an additional annual fee as determined by Council Resolution and shall provide the City Manager, annually, with proof of liability insurance which covers damages that may be caused by such animal.

**601.110 Summary Destruction.** Whenever an Animal Control Officer has reasonable cause to believe that a particular animal represents a clear and immediate danger to the residents of the City of Shoreview because it is infected with rabies or because it is a dangerous animal, the Animal Control Officer, after making reasonable attempts to impound such animal, may summarily destroy the animal.

**601.130 Intentional Feeding of Wild Animals**

(A) **Feeding Prohibited.** Except as hereinafter provided in Section 601.130(B), no person shall intentionally feed wild animals within the City. Intentional feeding means the provision of any grain, fruit, vegetables, nuts, salt licks, or any other food that attracts wild animals. Living food sources such as trees and other live vegetation shall not be considered food for wild animals.

Ord. 870  
Rev. 10/16/10

(B) **Feeding Songbirds.** The feeding of songbirds is permitted under the following conditions:

- (1) Feeding is done from a bird feeder that is designed to prevent other wild animals from feeding and is placed at least 5 feet above the ground;
- (2) The bird feeder does not become an attractive nuisance to other wild animals;
- (3) Songbird feeding does not attract songbirds in such numbers to become a nuisance or damage property; and
- (4) Songbird feeding occurs on private property owned or controlled by the person responsible for the feeder.



**PROPOSED MOTION  
ABATEMENT OF NUISANCE**

**MOTION BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To adopt Resolution No. 16-53, pursuant Section 210.020(A), approving the abatement of vegetative growth for the property located at:

229 N. Owasso Boulevard

and to charge the property owner for the cost of the abatement, including administrative costs. The City Manager is authorized to monitor the property throughout the 2016 and 2017 growing seasons and to abate any vegetative growth on the property that does not comply with City regulations.

**ROLL CALL:**

**AYES**

**NAYS**

Johnson

\_\_\_\_\_

\_\_\_\_\_

Quigley

\_\_\_\_\_

\_\_\_\_\_

Springhorn

\_\_\_\_\_

\_\_\_\_\_

Wickstrom

\_\_\_\_\_

\_\_\_\_\_

Martin

\_\_\_\_\_

\_\_\_\_\_

Regular City Council Meeting

June 15, 2015



**TO:** Mayor, City Council and City Manager  
**FROM:** Kathleen Castle, City Planner  
**DATE:** June 6, 2016  
**SUBJECT:** Vegetative Growth/Weed Abatements

### **INTRODUCTION**

The City Council is being asked to order a tall grass/weed abatement on the following property:

229 N. Owasso Boulevard

The Council has the authority to declare and abate nuisances, including noxious weeds, grass and plant growth on private property that does not comply with the City's property maintenance standards.

### **ORDINANCE REQUIREMENTS**

In accordance with Section 211.060, all exterior property areas shall be kept free from species of weeds or plant growth which are noxious or a detriment to public health. Grass plots and lawn areas, including any contiguously abutting street boulevard areas, shall not exceed nine inches in height. Non-woody vegetation on vacant properties shall not exceed eighteen inches in height. Landscaping shall be maintained so as to prevent unsightliness, health hazards or unsafe conditions.

In addition, Section 210.020, Abatement Procedure, outlines the notification and hearing process. When the City staff determines a public nuisance is being maintained or exists on a property, the staff shall notify in writing the owner of record or occupant of the nuisance and order the nuisance to be terminated and abated. This notice shall specify the timeframe in which the nuisance must be abated.

Weed abatement notices are posted on the property and also sent via mail to the property owner of record. The notice specifies that the nuisance weeds and grass must be mowed within five (5) working days, and if that nuisance is not abated, the City Council will hold a hearing to order the abatement of the nuisance. The notice also identifies the time and date of the hearing scheduled before the City Council. The property owner has the right to appear at the hearing. If the Council orders the abatement, the City will abate the nuisance and the cost of the abatement, including administrative costs, will be charged to the property owner and certified against the property for collection with taxes if the bill is not paid.

### **PROPERTY CONDITIONS**

Staff identified tall grasses, nuisance weeds and other vegetative growth in excess of nine inches in height upon inspection of the property identified above. A copy of the notice was posted on the property and mailed to the property owner.



The property owner was given notice to abate the nuisance growth of tall grasses, weeds and other vegetation. The notice specifies the pertinent City regulations, the conditions constituting a violation of those regulations, and identifies that the Council will hold a hearing on June 6, 2016 to consider abatement of the nuisance conditions, with costs charged to the property owner. The property owners were advised of their right to appear at this hearing. A copy of the notice and photographs of the property are attached. To date, the property owner has not brought the property into compliance. The properties will be re-inspected on the day of the scheduled hearing.

In December, 2015, the City Council did order the abatement of a public nuisance regarding a hazardous structure on the property. The residential structure is considered hazardous, a public safety and health hazard due to inadequate maintenance and dilapidation. The required corrections have not been completed and the home is uninhabitable. The City has not filed a legal motion for summary enforcement with District Court because the property may go into tax forfeiture later this year.

### **RECOMMENDATION**

Staff recommends that the City Council conduct the required hearing and adopt Resolution No. 16-53 approving the abatement of the vegetative growth nuisance at the above properties, if nuisance conditions remain present on the meeting date.

The City will then hire an outside firm to mow the lawn and remedy the violation. Costs associated will be billed to the property owner.

The Resolution also authorizes the City to monitor the properties throughout the 2016 and 2017 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.

#### **Attachments:**

- 1) Motion
- 2) Resolution 16-53
- 3) Location Map
- 4) Photos
- 5) Notice to property owner(s)

T:\ccreport/2016/weedabatements/06-06-16report.docx



**229 North Owasso Boulevard**





**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD JUNE 6, 2016**

\*   \*   \*   \*   \*   \*   \*   \*   \*   \*   \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-53  
ABATEMENT OF A NUISANCE-VEGETATIVE GROWTH**

WHEREAS, the following individual is the registered property owners of the following described properties:

**Cherryll Joy Herrou**  
Lot 23, Block 7, Owasso, Ramsey County, Minnesota  
*(Commonly known as 229 N. Owasso Boulevard)*

WHEREAS, notice therefore was posted on said property and sent by mail to the property owner(s) pursuant to City Regulations, and

WHEREAS, this abatement was initiated pursuant to the City of Shoreview Municipal Code, and

WHEREAS, the Shoreview City Council held a hearing on June 6, 2016 and all persons present at said meeting were given an opportunity to be heard and present written statements. The Council also considered the recommendation of the City Staff that this abatement be approved, and

**NOW, THEREFORE, BE IT RESOLVED THAT THE SHOREVIEW CITY COUNCIL** hereby adopts Resolution 16-53 to abate vegetative growth at the properties located at:

229 N. Owasso Boulevard

and to charge the property owner(s) abatement costs, including administrative costs. The City Manager is authorized to monitor the property throughout the 2016 and 2017 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.



The motion was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

**Adopted this 6th day of June, 2016.**

\_\_\_\_\_  
Sandra C. Martin, Mayor

ATTEST:

\_\_\_\_\_  
Terry Schwerm, City Manager

SEAL





**City of Shoreview**  
4600 Victoria Street North, Shoreview MN. 55126

**CORRECTION NOTICE**

RE: **City of Shoreview Municipal Code Section 211.060 (C)**  
Grass plots or lawn areas that are greater than 9 inches

DATE: 5/24/16

TO: Cherryll Joy Heron  
229 Owasso Blvd.  
55126-3056

An inspection was conducted at your property that revealed a violation of the City of Shoreview Municipal Code, Section 211.060(C), which specifies that grass plots and lawn area shall not exceed 9 inches in height and be free of nuisance weeds.

FROM: ☒ Brent Marshall, 651-490-4687  
☐ Robert Warwick, 651-490-4681  
☐ Kathleen Nordine, 651-490-4682  
☐ \_\_\_\_\_

PROPERTY ADDRESS OF OFFENSE: 229 Owasso Blvd.

CASE NUMBER: CC 2016-038

COMPLIANCE/REINSPECTION DATE:  
5/30/16

Please be advised per the Municipal Code Section 210, the City has the authority to abate certain nuisances. City Staff follow the abatement procedure described below for abating accumulations of tall grasses, nuisance weeds and other vegetative growth as regulated in Section 211.060(C).

Ramsey County records identify you as the property owner of 229 Owasso Blvd.. This notice serves as notice that nuisance conditions exist on the property and that the **nuisance must be abated within five (5) working days**. Please correct non-compliant conditions by 5/30/16. The property will be re-inspected on or after the compliance date to verify that the nuisance conditions have been corrected or else abatement action will proceed. You may also call 651-490-4687 to inform city staff the nuisance condition has been corrected.

If the nuisance conditions are not corrected by the above date, be advised that pursuant to the Shoreview Municipal Code and Minnesota State Law, the City Council will hold a hearing on 6/6/16 at 7:00 p.m. at the Shoreview City Hall, 4600 Victoria Street North, Shoreview Minnesota. The purpose of the hearing will be for the Shoreview City Council to consider ordering the abatement of the public nuisance. The abatement costs, including administrative costs, will be charged to you and if the bill is not paid, it will be certified against the property for collection with taxes. You have the right to appear at said hearing. Please be advised, if the property is brought into compliance prior to the hearing a date, a hearing may still be held.

Excerpts from the Municipal Code are attached and identify the regulations applying to the conditions observed on your property. Please correct these conditions, thereby bringing the property into compliance with City regulations.

Thank you in advance for your anticipated cooperation.





**Legend**



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries
- Airports

**Notes**

Enter Map Description

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